CLARIFICATION QUESTIONS

RFT: 2026/021
File: SPREP 2/44
Date: 10 June 2026
To: Interested Service Providers
Contact: Procurement Unit (procurement@sprep.org)

Subject: Request for tenders (RFT): Professional Services Firm / Consortium of Consultants to Develop the Federated States of Micronesia (FSM) Private Sector led Climate Adaptation and Climate Resilience Project Concept Note

Question 1:
In the ToR, it is stated that "The assignment will be carried out for a period of four (4) months (80 working days) and all deliverables are to be completed before the end of September 2026" (Section 7, "Schedule of Assignment"). If the assignment is to be carried out over a period of four (4) months, considering the deadline for submission of the tender (22 June 2026) and the time SPREP will need to finalize the evaluation and selection process, it cannot realistically be completed before the end of September 2026. Should we understand that the assignment is expected to be completed within four months from the date of contract signature?

Response:
Yes. The assignment is to be completed within 4 months from when the contract is signed. Further details to be discussed and confirmed at inception.

Question 2:
Are we expected to carry out consultations in all the States in person?

Response:
Confirming that the project will target all states. However, the consultation approach should account for in-person and virtual delivery mode. The stakeholder engagement plan to be provided at inception for approval.

Question 3:
Should the budget assume international and inter-island travel, or is SPREP open to a hybrid delivery model using remote consultations where appropriate?

Response:
The budget to assume both international and local travel. A hybrid delivery model to be included as part of the stakeholder engagement plan. This plan should be provided at inception for discussion and approval. There should be a balance of virtual and in-person engagement so that there are meaningful and impactful contributions from the country's stakeholders.

Question 4:

The RFT states Schedule of the Assignment: *The assignment will be carried out for a period of four (4) months (80 working days) and all deliverables to be completed before the end of September 2026.* Can you please confirm the correct timeline?

Response:

The correct timeline is 4 months starting as soon as the contract is signed.

Question 5:

Is the expectation to design one integrated national project with State-level windows/components, or could the concept note propose differentiated financing mechanisms or investment packages across Chuuk, Kosrae, Pohnpei, and Yap?

Response:

The expectation is to determine the appropriate design from the Phase I Pre-feasibility Study. The technical assistance is to support FSM in identifying suitable approaches that suits its national, state and local circumstances and context, particularly the private sector and to propose practical and relevant financial products and services, and / or mechanisms or investment packages that FSM can consider to be included in the concept note.

Question 6:

How many workshops / write-shops does SPREP expect the consultant to facilitate as part of the concept note development process?

Response:

There is no set number of workshops. Tenderers are expected to propose the number of workshops to gather sufficient data and information to inform the development of the required studies, and concept note and to validate these prior to approval and submission to the donor. Based on experience, there is expectation to hold discussions with stakeholders in each State and with the national government agencies to facilitate:

- Gathering of inputs to design the concept note
- Validation of the draft concept note

Question 7:

The TOR refers to a draft Project Concept Detailed Sheet (PCDS) prepared by FSM Development Bank and the GCF NDA and states that it is annexed to the TOR. We were unable to locate this document in the tender package. Could SPREP please provide the draft PCDS?

Response:

The Project Concept Detailed Sheet (PCDS) will be uploaded for reference.

Question 8:
Can SPREP provide an indication of the anticipated GCF SAP funding envelope or expected project scale that the Concept Note is intended to support?

Response:
The ceiling for GCF SAP is USD $25 million however the final cost of the project will be determined based on amount of financing required to fund activities that will be proposed.

Question 9:
Does SPREP expect in-country consultations and missions to FSM as part of this assignment? If so, should tenderers assume engagement across all four FSM States (Chuuk, Kosrae, Pohnpei and Yap)?

Response:
In-country consultations and missions to FSM are expected to ensure genuine and meaningful engagement. This approach ensures the collation of relevant and sufficient input from key stakeholders who are representative of the respective agencies and sectors. SPREP foresees such to occur during both Phases 1 and 2. As stated in responses to Questions 2 and 4; the stakeholder engagement plan at inception should account for local and international travel, as well as a hybrid delivery model approach for the consultations.

Question 10:
What existing studies, assessments, climate risk analyses, private sector assessments, sector studies, project preparation documents or related reference materials will be made available to the successful consultant?

Response:
SPREP has a collation of resources that can be made available to the successful bidder upon signing of the contract. These include:

- Private sector studies
- Project preparation documents & related reference materials
- FSM climate impact, vulnerability and risk assessment

Question 11:
To assist tenderers in developing a realistic and value for money proposal, can SPREP provide either:
a) an indicative budget range for the assignment; or
b) the anticipated total level of effort expected by SPREP?

Response:
The interested service providers are required to cost it out based their experiences on how much it would cost to implement all tasks set out under the scope of work.

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Question 12:

As FSM Development Bank is expected to be the lead entity and beneficiary of the capacity-building activities under this assignment, could SPREP please clarify whether FSMDB has an existing climate finance/project preparation team or designated counterparts who will actively participate throughout Phase I and Phase II of the assignment?

Response:

The FSM DB will have designated personnel who will be actively involved in the implementation of this assignment.

Question 13:

In the Terms of Reference, the duration/effort for the assignment is listed as **80 working days, over 4 months**. Could you please clarify the following:

- Does this figure refer to **calendar days** or **man-days** (the total level of effort required from the consultants)?
- If it refers to calendar days, could you please advise if there is an expected number of man-days for this assignment, or if there is an indicative budget available to help us accurately scope our proposal?

Response:

The duration of 80 working days is for person-days which should be completed within a 4-month period. Example: If the selected successful bidder signs their contract by 1 July 2026 – then the 80 days should be undertaken from July-October 2026.