



RESPONCES TO BIDDER'S QUESTIONS

ADDENDUM TO RFP FOR CONSULTANCY SERVICES FOR DEVELOPMENT OF THE FIVE YEARS STRATEGIC PLAN 2026-2031.

Date: 18th February 2026

No.	Question Asked	Answers
1.	Since the format for the proposal is not given, can we use our own format?	Yes. Consultants may use their own proposal format, provided that the Technical and Financial Proposals clearly address all requirements specified in the RFP, including methodology, team composition, experience, and detailed cost breakdown, to enable proper evaluation.
2.	A clear list of Key experts has not been given including the points that will be awarded to each expert needed.	<p>The Terms of Reference outline the required areas of expertise expected within the proposed team. Consultants are responsible for proposing a multidisciplinary team covering these competencies in line with the assignment requirements.</p> <p>Detailed evaluation criteria and scoring methodology are provided in Section V of the RFP. No additional list of key experts or allocation of points will be issued beyond what is already stated in the tender documents.</p>
3.	Are we allowed to add non key experts to the proposal where we see the need?	Consultants are required to propose the key experts necessary to deliver the assignment in accordance with the Terms of Reference. Additional supporting personnel (non-key experts) may be mobilised internally by the Consultant where required; however, such supporting staff will not replace the proposed key experts and will not be evaluated separately under the technical scoring criteria.
4.	Could you clarify the expected level of detail for the Strategic Plan (strategic policy framework vs fully operational implementation blueprint)?	<p>The expected Strategic Plan is primarily a strategic policy framework outlining CCTTFA's vision, mission, objectives, priority interventions, and key strategic/pillars and directions over the next five years. The Plan is expected to include an implementation plan in accordance with f under Section 2 of the Scope of Work under the TORs.</p> <p>While it should include high-level implementation guidance and indicative actions, it is not intended to be a fully operational or detailed implementation blueprint. Detailed</p>



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		operational plans, budgets, and work schedules will be developed subsequently based on the approved strategic framework
5.	What are the priority performance gaps or institutional challenges identified during implementation of the current 2021–2025 Strategic Plan that must be addressed?	The Consultant is expected to review the implementation of the current 2021–2025 Strategic Plan, identify priority performance gaps and institutional challenges, and propose measures to address them in the updated Strategic Plan. Specific gaps and challenges will be determined through the Consultant’s comprehensive assessment This is contained in 2(a) of the TORs
6.	Are there expectations regarding development of investment pipelines linked to RVC implementation?	The Strategic Plan should provide high-level guidance on investment opportunities linked to Regional Value Chains (RVCs), but detailed investment pipelines are not expected and will be developed separately after approval of the Strategic Plan.
7.	Are there existing Monitoring and Evaluation frameworks that must be retained or updated?	CCTTFA has existing monitoring and evaluation (M&E) arrangements linked to the current 2021–2025 Strategic Plan. As part of this assignment, the Consultant is expected to review these existing M&E frameworks, determine which elements should be retained, and propose updates or enhancements as appropriate to support the implementation of the new Strategic Plan.
8.	What level of costing detail is expected for the Strategic Plan: <ul style="list-style-type: none"> • Programme-level costing • Project-level costing • Activity-level budgeting? 	The Strategic Plan is primarily a strategic policy framework. As such, it should provide indicative or high-level programme- and project-level costing to inform decision-making. Activity-level detailed budgeting is not required and will be developed separately after the approval of the Strategic Plan.
9.	Could the Client provide existing strategies or frameworks related to:	



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	<ul style="list-style-type: none"> • Gender mainstreaming (including inputs developed with GIZ) • Digital transformation and corridor digitisation • Climate and green corridor metrics? 	Existing documents and frameworks on gender mainstreaming, digital transformation, and climate/green corridor metrics will be made available to the Consultant. These should be reviewed and considered in developing the new Strategic Plan
10.	Are there specific sustainability or climate resilience indicators that must be incorporated?	The Strategic Plan is expected to incorporate sustainability and climate-resilience considerations relevant to corridor development and operations. Consultants are invited to propose appropriate, context-specific indicators aligned with CCTTFA's mandate, international good practice, and the GEDC framework. No fixed list of indicators is prescribed; however, the proposed Monitoring and Evaluation (M&E) framework should clearly define measurable indicators, baselines, and targets.
11.	Is there an indicative budget ceiling for the consultancy?	CCTTFA has not established or disclosed a budget ceiling for this assignment. Consultants are requested to submit their Financial Proposals based on their proposed methodology, level of effort, and professional judgement in accordance with the Terms of Reference.
12.	What assumptions should be made regarding: <ul style="list-style-type: none"> • Travel to Member States • Workshop logistics • Translation or interpretation services? 	For proposal preparation purposes, Consultants should include in their Financial Proposals all costs related to travel to Member States, accommodation, local transport, subsistence, and any required translation or interpretation services, in accordance with the Terms of Reference. CCTTFA will facilitate workshop logistics, including venue arrangements and basic meeting materials. Consultants are also required to include a French-speaking expert within the proposed team, as specified in the TOR.
13.	Are there expectations regarding: <ul style="list-style-type: none"> • Regional or local partner involvement 	Consultants may engage regional or local partners where considered beneficial to the delivery of the assignment; however, such partnerships are not mandatory.



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	<ul style="list-style-type: none"> Minimum staffing levels or expertise areas? 	<p>The proposed team must include the required key experts covering the expertise areas outlined in the TOR. Consultants may also mobilize additional supporting personnel (non-key experts) as part of their internal team arrangements, provided that the required key experts are maintained and remain responsible for the core deliverables.</p>
14.	<p>Is there a security plan or guidance notes to assist the Consultant in estimating cost especially for staff working along high-risk areas?</p>	<p>No formal security plan or guidance notes are provided. Consultants are expected to assess security risks and incorporate any related costs for staff traveling or working in higher-risk areas as part of their proposal, following standard safety and travel practices</p>
15.	<p>Team of experts:</p> <ul style="list-style-type: none"> we notice that only the lead expert is described. Is it possible to share a list of key experts expected on the team? 	<p>The Terms of Reference outline the required areas of expertise expected within the proposed team. Consultants are responsible for proposing a multidisciplinary team covering these competencies in line with the assignment requirements.</p> <p>Detailed evaluation criteria and scoring methodology are provided in Section V of the RFP. No additional list of key experts or allocation of points will be issued beyond what is already stated in the tender documents.</p>
16.	<p>Estimated man-hours: can this be provided?</p>	<p>No fixed estimate of man-hours is provided. Consultants should determine the required effort based on their proposed methodology and team composition.</p>
17.	<p>Project duration: Does the 6-month duration include client review periods on reports</p>	<p>Yes. The overall six (6)-month assignment period includes time allocated for CCTFA review, comments, and feedback on submitted deliverables. Consultants should therefore plan their methodology, work plan, and timelines to accommodate client review stages within the overall contract duration, as reflected in the Terms of Reference</p>



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18.	Project duration: What is the assumed turnaround time of client reviews, 2 weeks?	For planning purposes, Consultants may assume an indicative turnaround period of up to two (2) weeks for CCTTFA review and feedback on submitted deliverables. This timeframe is provided for proposal preparation only and may vary depending on the nature of the deliverable and internal consultation requirements.
19.	Project duration: Financial return templates: we notice that none is provided in the RFP, is it correct to assume that we can use our own discretion?	Yes. Consultants may use their own financial proposal format, provided that it clearly presents a detailed cost breakdown consistent with the requirements of the RFP and allows for transparent evaluation of the financial proposal. The proposed format should align with the scope of services and deliverables outlined in the Terms of Reference.
20.	Is there a size limitation for the email submission?	Yes. Due to email system limitations, CCTTFA can receive files with a maximum size of 24.99 MB per email. Consultants are advised to compress their files or submit proposals in multiple clearly labelled emails, ensuring that all parts of the Technical and Financial Proposals are received before the submission deadline.
21.	The RFP mentions the GEDC Concept and Transformation Plan that was finalised in 2023, and that the GEDC process has produced a pipeline of 20 CAPs, with 12 prioritized by Member States in October 2025. Is this information available please? The CCTTFA website's Resources>Reports button returns an Error message.	The GEDC Concept and Transformation Plan (2023) and related Catalytic Anchor Project (CAPs), including the 12 prioritized by Member States, will be provided to the Consultant upon contract commencement. Issues accessing the CCTTFA website will not affect proposal submissions.
22.	What is the budget for the tender?	No fixed estimate of budget is provided. Consultants should determine the required effort based on their proposed methodology and team composition.
23.	Tanzanian legislation now requires that all transactions in Tanzania be done in TZS – is the USD tender currency still applicable?	



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		Yes. The tender currency remains United States Dollars (USD) as specified in the RFP. Any applicable exchange arrangements or local regulatory requirements will be addressed at the contract stage in accordance with Tanzanian laws and agreed contractual provisions.
24.	Are taxes payable by foreign firms – WHT or VAT?	Applicable taxes will be treated in accordance with Tanzanian tax legislation. For foreign firms, Withholding Tax (WHT) may apply as per national regulations. Consultants are advised to include all applicable taxes and statutory obligations in their Financial Proposals based on their tax status.
25.	Travel to the 7 member states – will that be paid for separately by CCTTFA or should the tenderer include the cost of flights, land transport, accommodation and subsistence in their tender?	All costs associated with travel and field activities including international and domestic flights, local transport, accommodation, subsistence, and related expenses should be included by the Consultant in the Financial Proposal as part of the assignment cost. CCTTFA will not reimburse such expenses separately outside the contract price.
26	In the RFP, it is mentioned two different deadlines, that is 120days (Section III, page 5) and 6 months (Section IV, Title 4, page12). We would like to know which of those two is the deadline to be considered. This also helps in estimating the level of effort and details expected from the Agency	The correct duration of the assignment is six (6) months, as reflected in the Terms of Reference and the overall implementation timeline. The reference to 120 days in the Bid Data Sheet should be disregarded. Consultants should therefore prepare their Technical and Financial Proposals based on a six-month implementation period.