

## 質 問 書

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2021 年 3 月 5 日

「(案件名)ブラジル国強靱な街作りのための土砂災害構造物対策能力向上プロジェクト」

(公示日:2021 年 2 月 17 日/公示番号:20a01125)について、質問と回答は以下の通りです。

通番号	当該頁項目	質問	回答
1	P23 (5)長期専門家との協働について	調査団にてポルトガル語通訳の雇用を考えておりますが、同通訳が JICA 長期専門家との共用となることはありえますでしょうか。その他、長期専門家が使用する物品等を調査団にて調達する必要がありましたらご教示いただけますと幸いです。	本業務で備上される通訳を JICA 長期専門家と共用することは想定してません。JICA 長期専門家の通訳等は JICA が別途備上します。また、本業務で長期専門家が使用する物品の調達は想定していません。
2	P23 (5)長期専門家との協働について	長期専門家の現地への渡航は何月頃を予定もしくは想定されていますでしょうか。同専門家との協働を検討するうえでご教示いただけますと幸いです。	現地渡航状況等によって変動する可能性がありますが、早くても6月を想定しています。
3	P19 (8)②プロジェクト実施体制	GIDES の際には、別途貴機構派遣のコーディネーターがプロジェクトチームに参加されておりましたが、本件業務においても同様のコーディネーター(業務調整)の派遣は予定されておりますでしょうか。	今回、コーディネーター(業務調整)の派遣は想定していません。
4	P22 (3)①過去に実施したプロジェクト等の成果や教訓の活用	当該段落にて言及されている「衛星活用デジタル地図(AW3D)によるリスク判読のための基盤図整備」の成果(もしくは中間成果)を共有いただけますでしょうか。	p.22(3)①に記載の「衛星活用デジタル地図(AW3D)によるリスク判読のための基盤図整備(2019年-2021年)を実施しており」は、誤りのため削除の訂正をさせていただきます(同案件は未開

			始)。上記により、共有資料はありません。 開始後には情報共有いたしますので、同事業の 成果活用をお願いします。
5	P32 (2)2)業務従事者の構成案	③の担当分野は「鋼製砂防構造物」にてよろし いでしょうか。	誤記です。③の担当分野は「鋼製砂防構造物」と 訂正させていただきます。
6	P21 (2)②パイロットプロジェクト の対象地域	ノバフリブルゴ以外のもう1か所のパイロット地 域は未定となっておりますが、見積もり上は2地 域分でのパイロットプロジェクト用経費を計上す る必要があると認識しております。そのうえで、も う1か所の地域の選定を応札者の提案に基づい て見積もりを行った場合、提案内容により見積も り単価が大きく異なり、価格評価上の公平性が 損なわれるものと考えます。つきましては、見積 もりを行う上でのもう1か所のパイロット地域の 想定を指定いただくか、もしくはもう1か所に關 する経費については別見積としていただけますで しょうか。	サンタカタリーナ州ブルメナウ市を見積りのため のもう1か所のパイロット地域と想定して積算をお 願いたします。
7	P29 (1)報告書等	⑥の業務完了報告書はポルトガル語版での作 成及び提出は不要でしょうか。必要な場合、提 出部数もご教示いただけますと幸いです。また、 その他報告書につきましてもポルトガル語版の 作成が必要なようでしたらご教示をお願いしま す。	業務完了報告書は和文・ポルトガル語各10部の 提出をお願いいたします。 他報告書については、業務計画書(和文のみ3 部)、Work Plan(ポルトガル語のみ10部)、業務 進捗報告書(和文・ポルトガル語各10部)を提出 ください。 また、いずれの報告書においても電子データも送 付をお願いいたします。

8		<p>2月25日付貴機構安全管理部発出『渡航再開国（渡航一時見合わせ国を含む）のお知らせ』によりますと、ブラジル国は首都及びサンパウロのみが渡航可能地域となっております。しかしながら、企画競争説明書でのパイロット地域候補であるリオデジャネイロ州は含まれていないほか、もう一つのパイロット地域も首都及びサンパウロではない可能性が高いと考えており、本件業務では両都市以外への地域への渡航が必要不可欠と考えます。したがって、プロポーザル時点では、首都及びサンパウロ以外の地域へも渡航が可能であることを前提に検討を行うということよろしいでしょうか。</p>	<p>現時点での渡航可能地域はご理解の通りですが、契約開始時点ではパイロット地域への渡航が可能となっている想定で検討をいただきつつ、特記仕様書案第6条(8)に記載のとおり、渡航に制約がある場合であっても効果的・効率的に業務を進めていく方法についても検討をお願いしております。</p>
9	<p>企画競争説明書 P32 第4章 業務実施上の条件 (1)作業工程</p>	<p>「配布資料⑥調査工程スケジュールに基づき、スケジュールを検討し、活動計画をプロポーザルにて提案すること。」となっておりますが、説明書配布の際に「配布資料⑥」は含まれていなかったようですので、当該資料を共有いただけますでしょうか。</p>	<p>P33 (4)配布資料／閲覧資料等、1)配布資料に、以下の追記の訂正をさせていただきます。</p> <p>「強靱な街作りのための土砂災害構造物対策能力向上プロジェクト」に係る基本合意文書 (Record of Discussion R/D)</p> <p>上記配布資料は、本回答の別添の形で配布させていただきます。</p> <p>また、P32、第4章 業務実施上の条件、作業工程に記載の「配布資料⑥調査工程スケジュール」は、「配布資料 R/D の Annex-3」と訂正させていただきます。</p>

10	<p>企画競争説明書 P20 第6条 実施方針および留意事項 (1)C/P の能力開発・技術指針類の整備 ①プロジェクトで作成する成果物</p>	<p>本プロジェクトで作成する技術指針にリスクマッピングが含まれます。貴機構が実施した技術協力プロジェクト「統合自然災害リスク管理国家戦略強化プロジェクト」(2014-2017年)にてリスクマッピングのマニュアルは整理されているとの理解です。今回、これをアップデートするとの理解でよろしいでしょうか。</p>	<p>ご理解の通りです。</p>
11	<p>企画競争説明書 P20 第6条 実施方針および留意事項 (1)C/P の能力開発・技術指針類の整備 ②能力強化の対象およびブラジル側が設置する技術委員会</p>	<p>設立される可能性がある技術委員会ですが、メンバーは地域開発省が選定するとの理解でよろしいでしょうか。 また、運営費用に関しても相手国政府負担との理解でよろしいでしょうか。</p>	<p>ご理解の通りです。</p>
12	<p>企画競争説明書 P20 第6条 実施方針および留意事項 (1)C/P の能力開発・技術指針類の整備 ④技術指針(成果2)の考え方</p>	<p>「②能力強化の対象及びブラジル側が設置する技術委員会」では「技術委員会はプロジェクトの実施体制には含まれていない」とありますが、一方、「④技術指針(成果2)の考え方」では、「技術委員会と協力しながら作成する」とあります。技術委員会は、プロジェクトの実施体制に含まれるか否か明示いただけますでしょうか。</p>	<p>配布資料として追加いたしました R/D の Annex4 にもありますとおり、技術委員会はプロジェクトの実施体制の中に正式には含めておりません。地域開発省が主体となって成果物の素案やパイロットプロジェクトの設計案等を作成し、JICA 長期専門家およびコンサルタントはこれを支援するという位置付けと整理しています。 ④に関しては、ブラジル政府が技術委員会と協力しながら作成するものを、JICA 長期専門家及びコンサルタントが技術的、政策的助言を行うことと整理しています。</p>
13	<p>企画競争説明書 P12 第2章 プロポーザル作成に係る留意事項</p>	<p>「注6)通訳団員については、補強を認めます。」とありますが、これは、日本から同行する通訳という理解でよろしいでしょうか。</p>	<p>ご理解のとおりです。「注6)通訳団員については、補強を認めます。」は、日本から同行する通訳です。</p>

	<p>2 プロポーザル作成上の条件 (1) 自社と雇用関係のない業務従事者の配置</p>	<p>もし、日本から同行する通訳とは異なるという場合、中南米における業務では翻訳・通訳にかかる費用を定額見積りまたは別見積りとして計上するようご指示いただいているケースが複数あります。今回も定額見積り又は別見積りで計上させていただくことは可能でしょうか。定額見積りの場合はその金額もご教示いただければ幸いです。</p>	<p>こちらは全案件共通の記載であり、必ずしも本案件に関し日本からの同行通訳を想定している訳ではありません。同行、現地備上いずれにしましても翻訳・通訳にかかる費用は見積もりに計上ください。</p>
14	<p>企画競争説明書 P33 第4章 業務実施上の条件 (5) 対象国の便宜供与</p>	<p>設計および土石流シミュレーションに際しては、ソフトウェアが必要となるかと思いますが、今回これらは対象国の便宜供与に含まれると理解してよろしいでしょうか。</p>	<p>対象国の便宜供与には含まれておりません。もし、本業務の実施に必要なソフトウェアがあればプロポーザルで提案をお願いします。また、必要な経費は別見積もりに計上下さい。</p>

以上

**RECORD OF DISCUSSIONS**

**FOR**

**CAPACITY DEVELOPMENT PROJECT  
FOR STRUCTURAL MEASURES  
AGAINST SEDIMENT RELATED DISASTER  
FOR RESILIENT CITIES**

**AGREED UPON BETWEEN**

**THE BRAZILIAN COOPERATION AGENCY,  
THE MINISTRY OF REGIONAL DEVELOPMENT**

**OF**

**THE FEDERATIVE REPUBLIC OF BRAZIL**

**AND**

**JAPAN INTERNATIONAL COOPERATION AGENCY**

Dated July 8<sup>th</sup>, 2020



Based on the minutes of meetings on the Detailed Planning Survey for the Capacity Development Project for Structural Measures against Sediment related Disaster for Resilient Cities (hereinafter referred to as "the Project") signed on 12 November 2019 between Ministry of Regional Development of the Federative Republic of Brazil (hereinafter referred to as "MRD") and the Japan International Cooperation Agency (hereinafter referred to as "JICA"), JICA held a series of discussions with MRD and relevant organizations to develop a detailed plan of the Project.

The purpose of this record of discussions (hereinafter referred to as "the R/D") is to establish a mutual agreement for its implementation by both sides and to agree on the detailed plan of the Project as described in the followings and the Annexes, which will be implemented within the framework of Basic Agreement on Technical Cooperation between The Government of Japan and the Government of the Federative Republic of Brazil signed on 22 September, 1970 (hereinafter referred to as "the Agreement") and the Note Verbales exchanged on 13 March 2019 between the Government of Japan and the Government of the Federative Republic of Brazil.

The Brazilian Cooperation Agency (hereinafter referred to as "ABC") is the responsible for the coordination of the bilateral technical cooperation between Brazil and Japan. MRD will be responsible for the implementation of the Project in cooperation with JICA, coordinate with other relevant organizations and ensure that the self-reliant operation of the Project is sustained during and after the implementation period in order to contribute toward social and economic development of the Federative Republic of Brazil.

Both sides agreed that the Project will be implemented in accordance with the "Basic Principles for Technical Cooperation" published in December 2016 (hereinafter referred to as "the BP"), to whatever applicable, unless other arrangements are agreed in the R/D.

Both sides also agreed that the Project will be implemented in accordance with the Agreement.

The R/D is delivered at Brasilia, the Federative Republic of Brazil as of May 2020. Observing that the main aspects of the Project, such as its objective and results may not be modified, The R/D may be amended by a minutes of meetings between both sides, except the plan of operation to be modified in monitoring sheets. The minutes of meetings will be signed by the above signing authorities designated by each party.

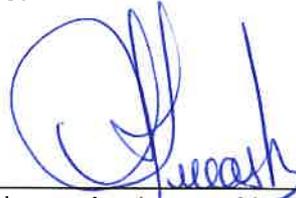


For



Sato Hiroshi  
Chief Representative  
JICA Brazil Office  
Japan International Cooperation  
Agency

For



Alexandre Lucas Alves  
National Secretary of Protection and  
Civil Defense  
Ministry of Regional Development  
Federative Republic of Brazil



Ruy Carlos Pereira  
Director  
Brazilian Cooperation Agency  
Ministry of Foreign Affairs  
Federative Republic of Brazil

- Annex 1 Main Points Discussed
- Annex 2 Project Design Matrix (PDM)
- Annex 3 Plan of Operation (PO)
- Annex 4 Implementation Structure
- Annex 5 List of Proposed Members of Joint Coordinating Committee

## MAIN POINTS DISCUSSED

### 1. Environmental and Social Considerations

- With regard to the Section 10.1 of the BP, the Project is likely to have minimal adverse impact on the environment and society under the 'JICA Guidelines for Environmental and Social Considerations (April 2010)'.

### 2. Contribution to the Adaptation of Climate Change

- In Brazil, the adverse impacts of climate change have been notable as evidenced by natural hazards. Adaptation to the impact of climate change and development of assessment of disaster risks and disaster resilience, etc. are absolutely necessary. Therefore, the Project is expected to contribute to climate change adaptation.

### 3. Contribution to the Sendai Framework for Disaster Risk Reduction 2015-2030

- In March 2015, the Third UN World Conference on Disaster Risk Reduction was held in Sendai, Japan and the Sendai Framework for Disaster Risk Reduction 2015-2030 (hereinafter referred to as "SFDRR 2015-2030") was adopted. The concept of the Project is in line with SFDRR 2015-2030 and its priorities for action. Particularly, the Project contributes to implement "Priority 3: Investing in disaster risk reduction" through development of the technical manual for structural measures against debris flow.

### 4. Contribution to Sustainable Development Goals (SDGs)

- The Sustainable Development Goals (SDGs), also known as the Global Goals, were adopted by all United Nations Member States in 2015 as a universal call to action to end poverty, protect the planet and ensure that all people enjoy peace and prosperity by 2030.
- The Project contributes to the following Global Goals.
  - Goal 11. Make cities and human settlements inclusive, safe, resilient and sustainable.
  - Goal 13. Take urgent action to combat climate change and its impacts.

### 5. Transfer of technical knowledge

- Both sides confirmed that the Project purpose is capacity enhancement of the MRD and so development of the technical manual, draft of the design of the structural measures, construction supervision will be implemented in the following ways:
  - Target for the transfer of the technical knowledge is staff of MRD and state governments and/or municipalities
  - MRD may make contracts with external resources such as professors of the universities to finalize some part of these activities but MRD will understand substantial aspects of these activities when it will manage these contracts
- Both sides confirmed contents of the technical manuals as follows:

- Technical manual: summary of procedure, stability criteria, theory and methods for design of structural measures against debris flow and driftwoods (permeable sabo dam, impermeable sabo dam, debris flow deposition work, debris flow channel, driftwood capture works and etc. ).
- Checklist: to be used to examine propriety of design conditions, calculation results and construction method according to the technical manual.
- Collection of examples: examples of the design of debris flow structural measures implemented in the pilot project and it will be updated continuously after the project completion.

## **6. Pilot project**

- Both sides confirmed the importance of the pilot project, with which the technical manual/checklist will be improved and verified by feedback from actual design/supervision process with different types of measures. Schedule control of the pilot project is important to complete within the Project period and also inevitable for the effective and efficient implementation of the Project.
- Both sides agreed that the pilot projects themselves will be implemented and maintained under responsibility of state government and/or municipalities that will finalize design and manage tender/contract and the construction work, and that MRD will secure necessary budget for the implementation of the pilot projects. The Project will provide technical support for drafting design and support for supervision of construction work.
- Both sides agreed that at least 2 pilot project areas will be desirable to obtain enough feedback from different types of structural measures. MRD explained that Nova Friburgo, State of Rio de Janeiro will be one of the pilot project areas, considering the following criteria:
  - (1) Location in high risk area for debris flow with possible social and economic damage
  - (2) Existing risk mapping
  - (3) Existing plan of structural measures against debris flow.
  - (4) Budget security
- Both sides confirmed that the other pilot project area will be selected based on the criteria at the early stage of the Project.

## **7. Undertakings by Brazilian side**

- MRD agreed to assign its appropriate personnel for the Project and coordinate with state governments and/or municipalities of the pilot project to assign personnel from them
- MRD agreed that the following items will be covered accordingly by the Ministry's ordinary annual budget approved within Brazilian federal government: (1) honorarium (2) labour costs, (3) domestic travel expense and allowance, to professors, officials of MRD and the regional governments and others (4) development of technical manuals and design of the pilot projects (5) implementation of the pilot project in Nova Friburgo, State of Rio de Janeiro.
- For implementation of the other pilot project (s) which area will be decided, MRD explained that it will coordinate among relevant authorities of the

Federative Republic of Brazil so that the Project can commence the other pilot project (s) in timely manner. MRD agreed to secure this budget with higher priority.

- MRD agreed that it will secure an office space for the project team.
- MRD agreed to coordinate with relevant authorities to make meeting appointment as necessary.

**8. Memorandum of Understanding with states and municipalities of the pilot project**

- MRD and ABC will sign whenever necessary Memorandum of Understanding with states and municipalities of the pilot project. The memorandum will include the following issues;
  - to secure the provision of necessary data and information from states/municipalities,
  - to obtain necessary arrangement for the activity of JICA Experts
  - to clarify cost covering among MRD/states/municipalities such as travel expenses of their staffs.
  - to clarify demarcation among MRD/states/municipalities for the implementation of the pilot projects

**9. Target of the training program to utilize and disseminate the technical manual and continuity of the outputs of the Project**

- Regarding output 3 of the Project Design Matrix (PDM), both sides confirmed that the target authorities of the training program to utilize and disseminate the technical manual will include not only states and municipalities in charge of the pilot projects but also other states and municipalities that identify high risk areas of debris flow.
- Both sides confirmed that, for continuity of outputs of the Project, MRD utilize the outputs of the Project and continue implementation of the structural measures against debris flow and training program, after the completion of the Project.
- MRD explained that structural measures against debris flow are prioritized in Brazil and it will secure necessary budget for them with high priority during and after implementation of the Project.

## Project Design Matrix

Project Title: Capacity Development Project for Structural Measures against Sediment related Disaster for Resilient Cities

Implementing Agency: National Secretariat of Protection and Civil Defense (SEDEC), Ministry of Regional Development

Target Group: Officials of SEDEC

Period of Project: May 2020 to April 2025 (60 months)

Version 0

Project Site: Brasilia

Model Sites: Nova Friburgo, TBC

Dated November 12, 2019

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption
<p><b>Overall Goal</b></p> <p>Structural measures for debris flows other than pilot projects are implemented</p>	<p>Number of structural measures for debris flows other than pilot projects, whose designs are developed (Target: XX)</p>	<p>- Project documents</p>	
<p><b>Project Purpose</b></p> <p>Capacity of Ministry of Regional Development (MRD) is enhanced to implement design, supervision and maintenance of structural measures for debris flows</p>	<p>1. The manual is officially approved by MRD 2. Number of training participants (federal, state, municipal government staff) who receive training on the manual, checklists and a collection of examples (Target: XX)</p>	<p>- The manual approved by MRD - Project progress report</p>	<p>Budgets for structural measures for debris flows are secured</p>
<p><b>Outputs</b></p> <p>1. Characteristics of structural measures for sediment disasters and methods of design, supervisions and maintenance are understood</p> <p>2. A technical manual, checklists and a collection of examples for the design, supervision and maintenance of structural measures for debris flows is developed</p>	<p>1-1. The level of understanding on structural measures for sediment disasters of MRD and pilot municipalities' staff is enhanced 2-1. A technical manual, checklists, a collection of examples are developed</p>	<p>- Baseline report - End line report - A technical manual, checklists, a collection of examples about structural measures for debris flows</p>	

<p>3. Tools and a plan are developed to utilize and disseminate the technical manual</p>	<p>3-1. Curriculum, training materials and teaching materials on the manual and the collection of examples are developed 3-2. Expansion plan is developed by MRD</p>	<p>- Curriculum, training materials, teaching materials - Expansion plan</p>	
<b>Activities</b>			
<p>1-1. Examine and select municipalities for pilot projects 1-2. Conduct a review of the status to improve risk mapping methodologies and apply them, and compare principles and facilities for sediment disasters between Japan and Brazil and identify issues. 1-3. Conduct a review of designs, supervisions and design standards of existing structural measures for debris flows in Brazil 1-4. Conduct a review of building materials, construction machines and construction methods for structural measures for debris flows in Brazil 1-5. Conduct training in Japan to further enhance the understanding on the results of the above reviews 1-6. Investigate areas which require structural measures for debris flows in pilot municipalities according to the results of risk mapping and list up areas for pilot projects 1-7. Organize a seminar to disseminate the results of Activities 1-2 to 1-6 and prepare a report 2-1. Formulate plans to develop the manual, the checklists and the collection of examples.</p>	<p><b>The Japanese Side</b> (1) Assignments of Experts 1) Long-term expert - Chief Advisor/Sabo plan  2) Short-term experts - Team leader - Sabo structure design - Steel sabo structure - Construction management - Project coordination/training plan  (2) Short-term Training in Japan - Sabo structure design - Sabo structure construction management  (3) Local operational costs</p>	<p><b>The Brazilian Side</b> (1) Assignments of Counterparts  (2) Office space with facilities necessary for JICA experts  (3) Running expenses for project activities (travel/daily allowance, etc.)</p>	<p><b>Important Assumption</b> State governments and/or municipalities of the pilot projects make contract of the construction work in timely manner.</p>

2-2. Discuss and decide on a development policy to develop the manual, the checklists and the collection of examples.
2-3. Develop the technical manual and the checklists
2-4. Based on risk mapping and plans, select areas for pilot projects, draft a design of structural measures for debris flows to construct them according to the manual
2-5. Examine the technical manual and checklists after Activity 2-4 and 3-3 and finalize them.
2-6. Develop the collection of examples based on the pilot projects
3-1. Develop a training plan which includes the topics, methods, facilities, implementation organizations, budget, target participants to disseminate the manual, checklists and the collection of examples
3-2. Develop training materials and curriculum for the training
3-3. Organize a training course and seminars for the dissemination of the manual
3-4. Finalize training materials and curriculum based on the result of Activity 3-3, and develop teaching materials for trainers.

<b>Pre-Conditions</b>
Budgets for structural measures for debris flows at pilot site(s) are secured

<b>&lt;Issues and countermeasures&gt;</b>

3-5 Select high risk areas based on information including risk maps and develop a plan to expand the construction of structural measures for debris flows to other high risk areas nationwide.

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# Implementation Structure

Annex 4

## Joint Coordinating Committee

### Project Team

#### Brazilian Side

- Brazilian Cooperation Agency (ABC)
- States and municipalities of the pilot project
- Other persons that Brazilian party might consider necessary

**Ministry of Regional Development, Secretaria Nacional de Proteção e Defesa Civil – SEDEC**

**Project Director**  
Secretary of SEDEC

**Project Manager**  
Director of SEDEC

**Project Coordinator**  
General Coordinator, Prevention and Strategic Program

Staff of SEDEC

#### JICA

**Long-term Expert**

**Short-term Experts**

#### Japanese Side

- Chief Representative, representative and staff of JICA Brazil Office
- Staff from JICA Headquarters
- Representative from the Embassy of Japan
- Other persons that Japanese party might consider necessary

List of Proposed Members of  
Joint Coordinating Committee for the Project

**1. Composition**

(1) Project Team

- 1) Project Director: National Secretary of Protection and Civil Defense (SEDEC), MRD  
Project Manager: Director of SEDEC, MRD  
Project Coordinator: General Coordinator, Prevention and Strategic Program, SEDEC, MRD  
Staffs of SEDEC, MRD
- 2) JICA Experts  
Others whom are to be agreed by the MRD and JICA

(2) Members from Brazilian side

- 1) MRD
- 2) Brazilian Cooperation Agency (ABC) / General Coordination of Technical Cooperation and Partnerships with Developed Countries (CGTP) and General Coordination for Humanitarian Cooperation (CGCH)
- 3) States and Municipalities of the Pilot Projects
- 4) Other persons that Brazilian party might consider necessary

(3) Members from Japanese side:

- 1) Chief Representative, representative and staff of JICA Brazil Office
- 2) Staff from JICA Headquarters, other domestic and foreign offices
- 3) Representative from Embassy of Japan
- 4) Other persons that Japanese party might consider necessary

