



**Addendum No. 1**

**Reference: RFP-2017-292**

**RFP: Provision of Air Ticketing Services for the UNDP and the other UN Agencies on Long Term Basis**

**Issue Date: 30 March 2017**

**Original Closing Date & time: 25 April 2017 at 3:00 PM**

**Extended Closing Date & time: 9 May 2017 at 3:00 PM ( Jerusalem local time)**

This correspondence pertaining to the above-mentioned requirement should be considered as an integral part of the tender documents.

- A. **Extension of the deadline for submission of Proposals:** Proposals may be submitted on or before **3:00 p.m. on 9 May 2017.**
- B. To give interested bidders another opportunity to be briefed on the proposal structure and submission methodology, the procurement unit, at its sole discretion, has decided to hold another pre-proposal conference as per following schedule:

**Time: 11 a.m.**

**Date: 25 April 2017**

**Venue: UNDP/PAPP office in Jerusalem**

**Address: United Nations Development Programme (UNDP/PAPP)**

**3 Ya'qubi Street, Jerusalem**

**Tel: 02-6268200**

Accordingly, the deadline for submitting requests for clarifications / questions has been extended until **25 April 2017**. Any enquiries received on or before **25 April 2017**, will be documented & posted on the designated website\* on **27 April 2017**. No inquiries will be accepted after **25 April 2017**.

\*For easy reference, the designated website:

[http://procurement-notice.undp.org/view\\_notice.cfm?notice\\_id=36676](http://procurement-notice.undp.org/view_notice.cfm?notice_id=36676)



# United Nations Development Programme

Programme of Assistance to the Palestinian People

برنامج الأمم المتحدة الإنمائي / برنامج مساعدة الشعب الفلسطيني



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C. Below please find the UNDP/PAPP clarifications and an official reply (in **bold text**) to all inquiries raised by interested bidders so far.

1. Is there a need to show the location of UNDP in the invoice & statement?

**It is not mandatory to show the location of UNDP in the invoice & statement.**

2. Would the payment be processed from Jerusalem or any other location of UN?

**The payments under the resulting LTA will be processed from UNDP HQ in New York.**

**3. For the (non-conditional) Discount percentage rate to UN on ticket prices advertised/offered by Air Carrier(s), please provide related correspondence /documents/emails issued from different air carriers, or from their official agents, as a proof document of discount rates offered. If no proof documents are provided, the discount percentage rates inserted/quoted by the respective bidder(s) shall be readjusted to / considered as Zero.**

4. The attached Annex I to this addendum contains the **revised table for price quotation** (as part of section 7 of the RFP) which should be used in preparing the financial proposals by interested bidders :

Interested firms shall acknowledge receipt of this addendum by returning/including it, signed and stamped, with their technical proposals.

For your kind attention and reference.

Sincerely Yours,

Khaled Shahwan

Deputy Special Representative  
Operations - UNDP/PAPP



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### Annex I

#	Air Carrier Company	Uniform (non-conditional) Discount percentage rate to UN on ticket prices advertised/offered by Air Carrier (a)	Average ticket price per airliner based on Weight distributed by Annual Sales Volume – USD (b)	Fixed Service Fee applied by Proposer per ticket Issued –one fee per air-carrier (c) (in USD)	Weight distributed accordingly to the average % of number of Annually Sold Tickets per airliner (d)	Weighted Financial Offer (b-(a*b)+c)*d
1	Royal Jordanian		836		20%	
2	Turkish Airlines		1,318		17%	
3	Alitalia		810		7%	
4	Egypt Air		698		7%	
5	British Airways		1,424		5%	
6	Air Sinai		692		4%	
7	Lufthansa		1,032		4%	
8	Air France		1,422		3%	
9	Qatar Airways		1,016		3%	

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10	Ethiopian Airline		1,106		2%	
11	Emirates Airline		791		2%	
12	Swiss Airline		1,194		2%	
13	Austrian Airline		683		2%	
14	United Airlines		3,108		2%	
15	Others		1,619		20%	
					<b>Total weighted financial offer (USD)</b>	

[Name and Signature of the Supplier's Authorized Person]

[Designation]

[Date]