

Questions and Answers at pre-bid meeting for 19-2017-ITB-UNDP-GF-HIV/AIDS-LTA - Invitation to Bid for the "Provision of customs clearance, warehousing and transportation services of goods purchased under Program funded by the Global Fund"

Venue: UNDP Country Office in Tajikistan

Date and time: 11 April 2017, 15:00 hrs.

The following questions were discussed:

The check list attached to TOR as Annex 1 is compulsory and should be completed, signed and stamped. The bidders should check proposal before submission and indicate if their proposal is full and met UNDP TOR. This check list will be verified during the evaluation of bids.

Expected duration of initial contract is for one year period with possible extension for additional two years.

The Annex 7 is required to be prepared with detailed cost breakdown for each item. Each line of Price schedule form should be filled. The overall financial table will contain combine financial proposal (Totals of table A, B, C)

In case of submission of Consortium proposal, the copy of the Memorandum of Understanding/Agreement or Letter of Intent to form Consortium should be attached.

The bidder can provide proposal in Russian or English languages.

Deadline for submitting requests for clarifications/ questions is 7 calendar days before the submission deadline.

The descriptions for each proposed service must provide sufficient detail to allow the UNDP to determine compliance of Bid with specifications as per Schedule of Requirements and Technical Specifications of this ITB.

All prices/rates quoted must be exclusive of VAT and other taxes, since the United Nations, including its subsidiary bodies, is exempt from taxes.

The closing date for submission of bids is Proposals may be submitted by Thursday, April 20, 2017 12:00 PM (local time) via courier mail or electronically.

No late bids will be accepted, so bidders should allow time for traffic jams and the like when submitting bids. No excuses will be accepted.

Bids will be opened on 20 April 2017 at 14:00 hours, Dushanbe Time. It will be public opening and representatives of bidders can attend the opening exercise.

Venue: UNDP Country 39 Aini Street, Dushanbe, Tajikistan.

Bids must be valid for 90 days from the bid submission closing date.

Questions to be emailed to procurement.tj@undp.org

Bidder should carefully study and understand the solicitation documents, inclusive the Terms of Reference, BOQ and General Conditions.

It was mentioned that one of the ToR requirements is availability of service provider's regional storage facilities but allows to those which have not such facilities establish their own within 60 days in case of contract award. The Service provider intention should be supported by Service provider's formal letter of intent on the subject matter.

Q. Why the service provider shall be responsible for insurance of UNDP goods during transportation, however the beneficiary in case of lost or damage of goods is UNDP?

A. UNDP has its own global insurance coverage for the goods stored in warehouses but it does not cover the goods while transportation between warehouses, therefore service provider has to arrange the insurance for UNDP goods while they being transported between warehouses.

Q. Why UNDP may request shipments to be cleared not more than 10 calendar days of arrival? It seems that more feasible way to count clearance period started from the date of the receipt of GNCL certification for a shipment inbound to the country, since GNCL has its own stipulated timeframe for provision of certifications limited by 40 days, thus even 5 days is enough for customs clearance but started from the date of obtaining of GNCL certificate.

A. ToR is reflecting the needs and expectations of UNDP but if there is need of any adjustments of technical nature to the requirements due to procedural norms it can be considered by UNDP at the contractual stage.

Q. Why the tender documents requires for a Specialist who will be responsible for obtaining necessary authorization and certification from National Pharmaceutical Oversight Agency (GNCL) be a person with University degree in pharmacy and has a sound knowledge of the national rules for import/export of pharmaceuticals and other health products, including special controlled substances experienced? However this is more courier/ clerical type of job envisaged delivery of documents to GNCL and collecting issued certifications.

A. UNDP expects that the person dealing with documentation and preparation of the requests and paperwork for GNCL has the mentioned qualification. Delivery and collection of the documentation to/from GNCL is on a service provider's discretion and can be assigned to the less qualified staff.