



Date: Monday, June 12, 2017
Reference: RFP/UNDP/IICPSD/2017/001- Partnership with leading Sustainability & Business print and online publication to offer the Business Call to Action the possibility of a microsite
Subject: Clarification Letter - 02

*Empowered lives.
Resilient nations.*

Dear Sir/ Madam,

Please be informed that, further to inquiries from prospective Offerors, we are sending both the clarification request received and the respective UNDP response to all invited Offerors and posting on relevant procurement websites in accordance with our standard practices.

Clarification Note:		
No:	Question	Answers
1	Section 2: Instructions to Proposers: Clause 5.3 & Clause 15.2: Can we amend or suggest additions to these clauses?	As per UNDP rules, it is not possible to amend the clauses under this section. Any amendments should go through the Legal Department; which is not guaranteed.
2	Section 3: Terms of Reference F: Duration of the Work: Reference is made in this section to 2 years - please could you explain why 2 years is being referred to here?	The procurement is considered for 2 years based on the need by the project.
3	Section 5: Proposer information form 9. Value and Description of Top three (3) Biggest Contract for the past five (5) years Do these need to be similar contracts (ie. content partnerships) or wider commercial contracts? Much of this information will be commercially sensitive and there may be restrictions on what can be shared.	Please kindly provide as much information as you seem appropriate to the extent that you can.
4	Section 5: Proposer information form 10. Our credit rating is good. Will you require further information on this point?	Please kindly provide as much information as you seem appropriate to the extent that you can.
5	Section 8: Letter agreement We require some additional provisions to be added to the Letter Agreement at Section 8. Is this possible?	As per UNDP rules, it is not possible to amend the clauses under this section. Any amendments should go through the Legal Department; which is not guaranteed.
6	General Conditions for the Contract for Services: Is it possible to amend this section?	As per UNDP rules, it is not possible to amend the clauses under this section. Any amendments should go through the Legal Department; which is not guaranteed.

Please take the above clarification notes into consideration while preparing your bid. In this regard, you are kindly requested to submit your proposals latest by **Monday, June 19, 2017, 23:00 (GMT+3)**, to the email address stipulated in our solicitation document.

All other terms and conditions remain the same.

Thank you and best regards,

Procurement IICPSD

UNDP IICPSD, BCtA, Turkey

www.businesscalltoaction.org