

REQUEST FOR PROPOSAL (RFP)

FOR PROVISION OF SPOT CHECK SERVICES FOR UNDP PROJECTS

Process No: 35-49383

CLARIIFICATION TO BIDDER'S QUERIES

Reference to the above RFP, UNDP has received the below queries from bidder and we would like to share the clarification as below:

Query 1

When will the fieldwork be expected? and are the auditors expected to have only once fieldwork for each IP?

Clarification:

The spot checks are expected to take place between July and December 2017. Not all projects are to be spot checked at the same time, even though we may do a few of them in the same month. Only one spot check per each IP/RP.

Query 2

For which financial period are the auditors expected to perform?

Clarification:

Financial period will vary depending on the time of field work. If spot check takes place in July/August/Sep the period will be 2 quarters (1st and 2nd quarters of 2017). If it takes place in October, financial period will be 3 quarters starting from Jan. It's possible that we may ask the company to do spot check for financial records of 2016 as well if we see the need to do so.

Query 3:

when is the reporting deadline?

Clarification:

Normal reporting deadline are:

- a. Draft report – one week after field work
- b. Final report – one week after receiving comments from UNDP on draft report.