

QUESTIONS AND ANSWERS REPORT

<u>To:</u>	Bidders
<u>From:</u>	UNDP Lebanon
<u>Subject:</u>	the Assessments of Oregano and Freekeh Value Chains in Lebanon, including the development of assessment reports, action plans and technical specifications for supporting the assessed value chains.
<u>Reference:</u>	LEB/CO RFP/105/17
<u>Date:</u>	29 June 2017

UNDP Lebanon Procurement Unit has received several questions regarding the subject Tendering Procedure. All questions received to-date are documented below with respective answers.

Questions and Answers		
1	Q.	Page 22 of RFP mentions that “At least 20% of the permanent staff working on the consultancy currently works on projects related to the renewable energy” – please confirm this is an error.
	A.	It is an error, it should be: “At least 20% of the permanent staff working on the consultancy currently works on projects related to the value chain: Oregano and Freekeh”
2	Q.	Page 20 of the RFP notes that eligible firms include: “Professional capacity: at least 20% of all permanent staff working for the consultant entity currently work in fields related to the contract” . Could you please inform what constitutes ‘related to this contract.’ Would this include broader consultancy/research? Would this include support staff? Will firms not meeting this be deemed ineligible? This clause is heavily restrictive and limits the potential bidders.
	A.	It means that at least 20% of your permanent staff works on value chain analysis, it might be broader if it is related to the topic of the assessment. Yes, this include the support staff. The technical proposal evaluation criteria is listed with a score weighting in the ToR. This criteria will not exclude the firm from the competition.
3	Q.	Could you please elaborate on the expected start date for this contract. There is heavy seasonality in agriculture, and therefore we want to ensure that research can begin before the end of the farming season.
	A.	We expect the start date the latest end of July 2017.

4	Q.	Significant research and development work has already been done related to each value chain. Could you please elaborate on what has been deemed insignificant in existing research – what were the key knowledge gaps?
	A.	It is a task requested in the ToR to use existing data and report to be able to deliver the value chain assessment.