

Date: **18.08.2017**

CLARIFICATIONS AND AMENDMENT NR: 1

Subject: Clarifications and Amendment Nr.1 to RFP for Impact Assessment Study within the scope of the Ardahan Kars Artvin Development Project (AKADP)

Ref: UNDP-TUR-RFP-PROJ (AKADP) 2017/05

Dear Sir/Madam,

Further to inquiries from prospective Bidders, we hereby provide you the answers to questions to enable you to submit your bids in relation to our ITB dated 03.08.2017, with reference UNDP-TUR-RFP-PROJ(AKADP) 2017/05.

You are kindly expected to prepare your bids with the consideration of the **answers to the questions**, provided in the Attachment- I of this letter.

On this basis, you are kindly requested to submit your bids to the address stipulated in the ITB latest **21.08.2017, 17.00hrs**, Turkey Time.

Yours sincerely,

ARR (Operations)

Attachment I: Questions and Answers (2 pages)

ATTACHMENT - I**QUESTIONS AND ANSWERS****FOR THE RFP DTD. 03.08.2017, Ref: UNDP-TUR-RFP-PROJ(AKADP)2017/05**

Questions	Answers
<p>1 The RFP document we received do not include the Project's Logical Framework (Annex I) despite there are references to this Annex through the TOR document. The RFP document on the official link does not contain that part of the document. Will it be shared with the proposers separately?</p> <p>If the project application document shall be formally received in hard copies from the UNDP office please kindly advice so.</p>	<p>Project log framework is uploaded on UNDP Turkey Website and UNGM web pages with the links below (AKADP Log Frame Matrix.pdf)</p> <p>http://www.tr.undp.org/ https://www.ungm.org/</p>
<p>2 For a general understanding of the sample framework and to understand the overall scale of the project, can we learn the size and demographic profile of the beneficiary population based on the 3 main profile criteria and geographic distribution (districts of each of the 3 Provinces mentioned in the TOR)?</p> <p>(The target group of the project is defined as:</p> <ul style="list-style-type: none">-Livestock producers with less than 20 registered cattle-Horticultural crop producers with 0.3-0.5 ha of vegetable plot or small greenhouse-Project also support non-agriculture sectors in project villages that have economic growth potential such as rural tourism.)	<p>Please refer to Section 4: Terms of Reference, C. General Approach of the Impact Assessment, article #2. The study shall cover both beneficiary and non-beneficiary groups in the listed districts provided in Section 4: Terms of Reference, A. Introduction, article #7. The distribution of population by districts can be accessed online from Turkish Statistical Institute public database with the link below.</p> <p>http://www.turkstat.gov.tr/Start.do</p>
<p>3 What is the expected length of the quantitative interviews? In the TOR, it is mentioned that the questionnaires will be prepared by the consultant in light of the Project's Logical Framework. Is there an expected maximum-minimum length of the survey based on similar studies executed by UNDP and MFAL?</p>	<p>The length of the surveys and average time of completion in previous impact assessment studies may not be a reliable measure due to different modalities. We cannot provide any statistics on this subject to avoid misleading consultant's assessments.</p>
<p>4 In the TOR it is stated that (page 29 -implementation) that the enumerators will be assigned by PDFAL/DDFAL* and the consultant is responsible from the overall training and supervision of the field AKADP project. Can you kindly provide further information of the profile of the enumerators (education level, occupation, etc)? In addition, please clarify whether the survey implantation fees/ daily allowances of the enumerators will also be covered by the PDFAL/DDFAL and if our financial proposal shall include that or not? In other words, will the field execution will be done by PDFAL/DDFAL enumerators which means that, as proposers we are not</p>	<p>a. PDFAL/DDFAL enumerators will be selected from Agronomist and Veterinarians preferably. They are usually project staff assigned to AKADP and have the working experience in their districts of assignment.</p>
	<p>b. The consultant shall not pay daily fees and/or allowances of any kind to the enumerators.</p>

	<p>requested to supply field staff and execute the main fieldwork?</p> <p><i>*Provincial Directorates of Food Agriculture and Livestock (PDFAL)</i> <i>District Directorates of Food Agriculture and Livestock(DDFAL)</i></p>	<p>c. The consultant shall consider field and non-field staff requirements as specified in the Terms of Reference.</p>
5	<p>What is foreseen regarding the assignment of the qualitative expert moderators who will do the FGD and other qualitative data collection activities? Will they also be assigned by the PDFA/ DDFAL?</p>	<p>Please follow the instructions on Section 8: <i>Financial Proposal Form</i>.</p>
6	<p>After the sample is selected, will you share the name and contact list (phone, address) of the beneficiaries so that they can be contacted during fieldwork execution if necessary?</p>	<p>Personal information can be shared when necessary subject to the approval of relevant authorities and in compliance with the law regarding the protection of personal information.</p>