



Minutes of Meeting – Bidders Conference

Assignment Name:

RFP/UNDP/SUSTAIN/32518/027/2017

“Survey Public Satisfactory on Court Service”

Date and Time:

Tuesday, 5 December 2017, at 13.30 hour in Papua Meeting Room, UNDP, Menara Thamrin Kav. 3, Jakarta

TO ALL INTERESTED BIDDERS

Here below are Answers to Questions raised regarding the above assignment:

NO		Introduction & Guidance
Info		<p>Bid conference was opened with following agenda:</p> <ol style="list-style-type: none">1. Explanation on RFP document – administrative issue (closing date, submission form & method, delivery place for submitting offer, contract award, etc.).2. Explanation on the Data Sheet3. Explanation on the Term of Reference (TOR).4. Explanation on the Submission Forms <p>The above explanation had been stated on RFP document. Bidders were encouraged to <u>carefully</u> read the RFP document before preparing the offer.</p>
1	Q	Tender Document page 19; is it mandatory to conduct survey in 20 provinces?
	A	Yes, and should not be less than 20 provinces
2	Q	Tender document page 19; III scope of survey. Wether or not the military courts must be included in the survey?

	A	Yes, based on discussion with The Supreme Court, it is a must for involving 4 (four) Jurisdiction in Indonesia. The mandatory respondent is three as stated in tender document, however military is also required.
3	Q	Does UNDP have preference province for the survey?
	A	It's up to consideration of bidders
4	Q	For pretest, whether all provinces are included?
	A	Yes, as you can see at ANNEX 4
5	Q	Tender document Page 20; point 4; Conducting tryout of the instrument. Is it both internal and external?
	A	Yes

Jakarta, 8th December 2017