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BIDDERS CONFERENCE – MINUTES OF MEETING
RFP/UNDP/EU-SUSTAIN/ 34750/011/2018

Assignment Name:

Organizational Diagnostic of Supreme Court

Date and Time:

4 May at 14.30 hrs (Aceh Room, Menara Thamrin Building 7th floor)

Closing Date:

16 May 2017 at 17.00 (Jakarta Local Time, GMT+7)

Participants:

3 personnel from UNDP

6 personnel from 3 potential bidders

TO ALL INTERESTED BIDDERS

No.		Introduction and Guidance
Information		<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 Submission Forms3. Explanation on the Term of Reference (TOR)4. Q & A (going through all sessions) <p>Bidders were encouraged to carefully read the RFP document before preparing the offer and to check regularly UNDP website for any update/amendment to this tender document</p>
Q&A session is incorporated into the below minutes		
1.	Q	Do we have to make all the reports in English?
	A	You can use English for Executive Summary and Indonesia for the reports.
2.	Q	Are the recommendations for the effectiveness and function responsibility of every post in Supreme Court will be applied Nationally?
	A	Regarding to the structural hierarchy of Supreme Court which centralized, the recommendations will be applied if the Supreme Court accept the recommendations for its own effectiveness and function responsibility.

3.	Q	How independent of this proposal or recommendations for the Supreme Court remembering this diagnostic might questioning their job description including the high-level officer?
	A	The proposal or recommendations will be very independent, whether they fully adopt or adjust or refuse it that will be the Supreme Court favor.
4.	Q	Do we need to audit/diagnose every member/people of Supreme Court which is around thousand member which is stated on the output column "Draw up a comprehensive assessment of the skills of the teams in place"?
	A	No, we will do amendment on this point. This point will be executed by The Supreme Court itself.

Jakarta, 4 May 2018.