

Minutes of the Pre-bid Meeting held on 17 May 2018 regarding the RFP

REQUEST FOR PROPOSALS

Hiring Firm for Provision of Air Ambulance Services for Emergency Medical Evacuation for all UN Agencies in Bangladesh

on LTA (Long Term Agreement) basis (Reference: RFP-BD-2018-009)



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Resilient nations.

Members attended the meeting:

Name	Designation
Mr. Ehsanul K Chowdhury	Procurement Associate, UNDP Bangladesh
Dr. Sharif Ahmed Kaukab	UN Physician in Charge, UN Clinic
Mr. Sharif Ahmed Bhuiyan	Head of Security, UNDP Bangladesh
Mr. Dmitry SNARSKIY	Deputy Security Advisor, UNDSS, Dhaka, Bangladesh
Bidders	As per attached Attendance sheet.

With reference to the subject RFP issued on 17-May-2018, please find below the queries raised by Invitees and answers thereto from UNDP Bangladesh:

Sl.	Queries	Response
1.	Many vendors operate via contracted air services for NGOs and government agencies in many part of the world and their JV partners might be an international medical company with medical clinics in a number of parts of the world. For them appears from the wording of the RFP that you may looking for local ad-hoc services as opposed to a specialist dedicated 24/365 on call service. Please could you clarify.	We are looking for local ad-hoc services as opposed to a specialist dedicated 24/365 on call service. The service provider should have capacity of Medevac abroad by themselves or through their JV partners.
2.	Specifically, would you entertain the possibility of a service with a monthly standing fee to cover the cost of a dedicated helicopter and a fixed wing aircraft at your disposal.	No.
3.	Do you have any idea as to the number of cases you expect per month or year split into movements to Dhaka and international movements from Dhaka?	Within country from any corner to Dhaka – expected MEDEVAC case- one per month, annually 12 cases (maximum). For MEDEVAC outside country- One case a year (expected).
4.	Can you provide details of the main locations where the 5,000 UN employees are likely to be based with estimates of the number at each (if possible)	No specific details can be shared. Could be from any part of the country.
5.	Please can you provide a list of the names of the medical facilities in Dhaka that the UN would sent patients to as well as the international facilities that you would use	Medical facilities in Dhaka are United Hospital Limited, Apollo Hospital Limited and Square Hospital Limited. 'International Facilities' that would be used are: Bumrungrad International Hospital, Bangkok, Thailand. Hospitals in Kolkata, Delhi and Chennai of India.
6.	What are the Payment terms for the completion of an evacuation?	Payment will be processed immediately after satisfactory completion of the specific set of

Sl.	Queries	Response
	- Will the final payment on the completion of a task be 14 days, 30 days?	deliverables under each request by the respective UN Agencies governed under this LTA.
7.	It states if \$30,000 advance payment or more is requested that a Bank Grantee will be requested can you confirm if you have any preference as we would be using an international bank based in the UK?	This term is not applicable for this RFP. Please note that BDS states it as 'Not Applicable'.
8.	Can you provide a list of main locations that most the UN staff will be located at?	All administrative Divisional Headquarters in Bangladesh, CHT and Cox's Bazar.
9.	Can you confirm that this RFP is for UN staff only or UN staff and families?	This RFP is for all UNDP staff (expats/ nationals) of Permanent Appointment (PA) and Fixed Term Appointment (FTA) contract modality including their eligible dependents. Service Contract (SC) (nationals, personnel only) are covered under MEDEVAC policy with conditions and forms part of this RFP. Individual Contract (IC) (Internationals and Nationals) are not covered under MEDEVAC policy and thus not part of this RFP.
10.	Do you have any restriction on type / size of fixed wing and rotary airframes used?	We have no restriction on type / size of fixed wing and rotary airframes used for MEDEVAC.

Note: Above Clarifications in response to queries raised during the pre-bid meeting and amendments shall be an integral part of the RFP document and supersede the all provisions as applicable.