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Reference: Ref.: Re-Advertisement -RFP-PAL-45414 & 45415 City-region Plans

Lot 1 - RFP-PAL-45414 : Spatial Development Strategic Frameworks "City-region Plans" for Jerusalem and Ramallah and Al-Bireh Governorates

Lot 2 - RFP-PAL-45415 : Spatial Development Strategic Framework "City-region Plan" for Hebron Governorate

This supplementary information, which pertains to the above-mentioned Request for Proposal (RFP) should be considered as an integral part of the tender documents.

No	Query(s) Raised	Reply/Clarification
1	Please confirm our below understanding for the GIS scope of work which covers only Hebron governorate of total area 936,913 dunums:	
1.1	Provide updated aerial images for the analysis of the carrying (spatial) capacity of the governorate and linking spatial trends.	Satellite images will be provided by MoLG. (Available satellite images at GeoMoLG, http://geomolg.ps).
1.2	preparing the base map for the governorate, gathering basic "socio-economic and spatial information", designing, building and populating the database).(page10)	Yes, the base map should be prepared by the Consultant Team.
1.3	Develop map used for analysis (maps scale 1:50000)	Emphatically, Yes.
1.4	GIS cartographer with minimum 5 years' experience for 8 month	Five (5) years of experience is the minimum, but the duration of employment is not necessarily 8 months. The work load should be identified in the proposal during the contract period.

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2	For the below point please clarify are you expecting a developed application or this is only a methodology that you will develop : (Develop a methodology to monitor the mechanisms of implementation of the plan, measures of success in its implementation, and tools for measuring this success, including risk factors (page 8).	The developed methodology should be used to monitor the implementation of the plan first by the Consultant Team and then by partners. Please, refer as an example to the monitoring matrices prepared under the city-region plans for <u>Bethlehem</u> , <u>Tubas</u> , and <u>Qalqiliya</u> Governorates (2016-2022); relevant links are shown below : https://www.dropbox.com/sh/4j9sjksbwcump6a/AACTSxeBtlecNT4HxzFUBczta?dl=0 https://www.dropbox.com/s/tn3a3jld997fsuq/Tubas-Full.pdf?dl=0 https://www.dropbox.com/s/tf3ljst397jse84/Qalqiliya-Full.pdf?dl=0
3	Does any submission/deliverable need the Israeli authority's approval, if so; is there any time limit for those approvals?	No.
4	Is the duration for reviews and approvals (by any authority) excluded from the 12 months of the project duration? If not please inform us tentatively the duration needed for each party's approval?	No, it is inclusive, and the reviewing authority is Ministry of Local Government.
5	Kindly confirm that no socioeconomic surveys are requested to be performed by the Consultant, and all needed data will be available by the Client.	According to the reference documents outlined in the Appendices, socio-economic and spatial information should be collected, based on agreed upon questionnaire, as needed. The Consultant Team should be familiarized with the methodology, especially as indicated in the District Strategic Development Planning Manual & Urban Planning Manual.
6	Both TORs (lot 1 and 2) p. 12; in the table of deliverables there is no mentioning for the deliverable of stage 3. Is it requested? Please clarify?	The deliverable of stage 3 should be included in the delivery of Spatial Development Strategic Framework "City-region Plan" document.
7	Maximum email attachment size is 10 MB. Can we split the technical document in multiple emails if it exceeded 10 MB?	Yes, of course. Multiple emails could be sent as needed, but with Max. File Size per transmission / maximum possible size for any single email: 10 MB per one email with its attachments.
8	Please confirm if the required Key personnel for lot 2 (Hebron) that will be evaluated are: a. 1 team leader b. 3 senior expert c. 3 junior expert	Yes, confirmed. The senior experts are: Spatial Planning Expert; Roads and Transportation Expert; and Socio-economic Expert. The junior experts are: Environment, Water and Sanitation Expert; Geopolitical Expert; and GIS Cartographer.
9	Form H "Form of Proposal Security" is required to be submitted within the proposal or to be submitted upon the contract award?	Proposal Security is Not required and therefore no need to submit form H.

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10	Page 30 of the RFP, does the Historical Contract Nonperformance for the last 3 years section apply for the whole company or just the relevant sector?	It applies on the whole company / partner in a JV regardless of the sector.
11	Please clarify on page 12 of the TOR regarding the deliverable of monthly progress reports and milestone reports. What is the difference between the monthly and milestone report? Can you please clarify the expected date which is currently stated as "within 2 weeks of holding the workshop or community meeting, based on milestones/monthly basis"	Milestone reports should be delivered at the end of each stage. Kindly refer to p.11 in the ToR (Time Plan).
12	Should we take into consideration the political dimension of the planning process and the proposed strategies and projects and the Israeli settlements and occupation policies and the realistic restrictions they pose? This will make a difference in the proposed planning process and implementation.	Yes. We have asked for a geo-political expert to join the Consultant Team, and consider discerning the different scenarios with the stakeholders in a consultative approach and work out the related details in the most desirable scenario.
13	Is the data to be provided all official data? Can we use other data produced through various studies, university publications, NGOs etc to compliment?	Of course, yes, especially when there are no official data/information available.
14	The District Strategic Development Planning Manual provides a methodological framework and who needs to be engaged and what steps should be taken. Is this a mandatory or statutory planning guidance?	The District Strategic Development Planning Manual is not a law, therefore the document to be signed off is a non-statutory tool.
15	According to the staff required for the consultant team, is it possible to have one team for lot 1 (Jerusalem and Ramallah and Al-Bireh)?	Yes, but with separate deliverables and workshops, and as per the staff required for the consultant team outlined in page 14 of the ToR.
16	Is it possible to have a separate (1) social expert and (1) economic expert, instead of the required (1) socio-economic expert?	Yes, it is possible, if needed.
17	Is there a minimum level of effort (LOE) or an estimated budget?	No, but the bidders are encouraged to consider the accomplished city-region plans for <u>Bethlehem</u> , <u>Tubas</u> , and <u>Qalqiliya</u> Governorates (2016-2022) as a reference example, bearing in mind the relatively similar planning context, but slight changes in the ToR methodology with focus on spatial analysis and visioning, and the timeframe of the assignment that was extended to 12 months.

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18	Is it required to consider all plans and visions at all levels? And apply local interventions?	Yes, all plans and visions should be considered. A coherent approach is envisaged. Knock on effects should be on interventions that should be applied at the governorate level, where the hierarchy of social services should be revisited.
19	Is it possible to have an expert/s in the two lots?	No, it is not possible. Any expert can be proposed only once and in one lot only.
20	Can a company form a Joint Venture/Consortium/Association in the two lots?	No, it is not possible or allowed. Any company / entity (either being alone or part of a JV) is allowed to submit a proposal once and for one lot only.
21	Should all pages of the technical proposal stamped (initiated)?	No, only where the company's stamp is required. Indication of the proposer name to be inserted in the header or footer of the proposal pages.
22	Page 27 of the RFP, is the declaration required to be signed by the company or individuals?	It is required to be signed by the duly authorized person from the proposer - company or JV
23	Does the costs of the workshops included in the financial proposal?	Yes, it is inclusive. However, the kick-off and the launch workshops will be covered by the first party (UN-Habitat and MoLG).
24	What will be the role of the municipalities?	Municipalities will be presented in the sectoral committees. Large municipalities are critical in the success of the consultation process.
25	Page 31 of the RFP, is it mandatory to provide a statements of satisfactory performance from the top 3 (three) clients?	Yes, it is mandatory.
26	Who will approve the deliverables?	All deliverables to be approved by the first party (UN-Habitat and MoLG), in coordination with sectoral committees.
27	Please confirm our understanding that the consultant should submit the same (whole) proposal in two versions English and Arabic	Technical and Financial Proposals shall be submitted in English language. The deliverables however, shall be submitted in Arabic language with an executive summary in English language during the implementation phase. A final publication in Arabic and English language will be prepared by the first party (UN-Habitat and MoLG) with inputs from the consultant team.
28	Is it required to attach pages (3-25) of the RFP in the technical proposal?	Yes, the RFP & TOR (initialized by the bidder) shall be attached with the bid.
29	The reference to appendix (#3) in the designated ToRs for (Hebron) and (Jerusalem & Ramallah and AlBireh Governorates), on pages 13 and 14, respectively, to provide table of the proposed staff and the tasks and activities – is appendix number correct?	This is a typo. The reference should be to appendix number (2) instead; " Sample of a Form for the Activities and Responsibilities of the Consultant Team"

Bidders shall acknowledge receipt of this supplementary information by returning / including it with their proposals, all duly signed and stamped.