

Date: 04 October 2018



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ADDENDUM-1

TO

**RFP Ref. No.: UNDP/AFG/RFP/2018/0000002809**

**Subject: Provision of Professional Services (27 Technical Specialists) for  
Implementation of Activities at Target Provinces**

Dear Mr. /Ms: Bidder:

With reference to queries received from interested service providers, clarifications are provided below.

1	<p>Does the contractor need to take care of the accommodation of the technical consultants in the provinces of deployment?</p> <p>Yes, Contractor/Consultants are responsible for their own accommodation at the duty station.</p>
2	<p>Is there a list of the items the contractor must provide to the technical consultants when it must provide office space?</p> <p>the contractor will provide office space, internet connectivity, office supplies and stationery, transportation and travel arrangement (refer to section c of the TOR)</p>
3	<p>When the contractor must provide office space, where should this office space be located? Near the municipality, near the provincial governor office?</p> <p>The space should be in the vicinity of municipality or governor's office.</p>
4	<p>Where should the advertisements for the 27 positions be made?</p> <p>The positions shall be openly advertised through various local channels such as ACCI and ACBAR websites by the contractor (refer to section c of the TOR)</p>
5	<p>Are the coordinator and the HR officer full time positions once the recruitments have taken place?</p> <p>Yes, they are. (refer to the Financial Proposal form)</p>
6	<p>What is expected from the contractor in terms of duty of care for the technical consultants (insurance, etc.)?</p> <p>Duty of care for the consultants should be detailed in the proposal, contractor shall manage the consultants contract based on the contractor's human resources policy and procedure. (refer to section d of the TOR)</p>

Sincerely yours,

Head of Procurement Unit