

Requested Clarifications on RFP:
Assessing Country-Level NDC Private Sector Engagement

13 November 2018

Question #3:

I would like to inquire as to the number of days outlined in the RFP of 50 days. Is this for all 8 countries (6.5 days per country) or 50 per country? 6.5 days per country seems very low given the requirement of a minimum of 3 days in country and the logistics and travel to/there associated with it. If the 6.5 days per country, how much flexibility is there to modify this if we believe there is a better but more in depth approach required?

Response #3:

We have amended the *Expected duration of work* from 50 to 150 days.

Question #4:

If we are submitting as a firm, are we still required to include signatures of each staff member and consultant?

Response #4:

There is no need to include the signatures of each staff member and consultant.

Question #5:

Does UNDP expect all travel in the first six weeks, ahead of the 1.5-month-after-kickoff deadline for draft country reports?

Response #5:

Yes, this is the expectation b/c meetings with local key stakeholders are important to draft a robust country report.

Question #6:

To ensure we're writing around the deliverable you envision, is there an example report from another effort that (even roughly) approximates the deliverable you're looking for in these country reports?

Response #6:

UNDP has published many reports which can be found on our website. Such as study has not been done yet.

Question #7:

We notice reference to 8 countries, but at one point (Page 2 of Annex 3) see Vietnam listed as a 9th. Is Vietnam included?

Response #7:

No, Vietnam should NOT be included. It was a typo.

Question #8:

To what extent does the in-country work seek to engage the team within UNDP, and to what extent the broader sector-specific or finance community?

Response #8:

This is a question that will be discussed at the kick-off call of the assignment. We can't go into this detail at this stage but it's clear that during the mission, the UNDP CO has to be engaged.

Question #9:

Is there a page limit or length preference for the technical section?

Response #9:

For the technical proposal or the proposed methodology section we recommend a document of maximum 2 pages.

Question #10:

Is the primary audience for the 2 reports a) the UNDP country team alone, b) the team and key external partners/stakeholders in country, or c) a broader audience?

Response #10:

The audience is the broader than the national team and stakeholders. The key stakeholder is UNDP as these documents are used to plan private sector engagement strategies.

Question #11:

Is the training package intended to be the full presentation UNDP would use in the later workshops, or just a guide to their preparation of those workshops?

Response #11:

A full presentation shall be delivered.

Question #12:

If the deliverables from the effort themselves would also have a) page limits or b) expected lengths, however, that (like any information that helps us write to your needs and expectations) would be helpful to know.

Response #12:

The expected length of the country reports is 10 to 12 pages. The other deliverables can be discussed and agreed with the selected vendor.

All answers were endorsed by NDC SP technical team