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**AMENDMENT NO.3  
ANSWERS TO QUESTIONS**

**Date:** 22 November 2018

**Subject:** Amendment No.3 to Request for Proposal (RFP) for “*Services for Preparation of Sectoral Road Maps and One-on-One Consultancy to SMEs*” within the scope of Turkey Resilience Project in Response to the Syria Crisis issued on 26 October 2018.

**Ref:** UNDP - TUR - RFP(MC1)-2018/13

Dear Madam/Sir,

Please find attached (Attachment-1) the “Answers to Questions” received from prospective proposers in the context of subject RFP issued on October 26, 2018 for “*Services for Preparation of Sectoral Road Maps and One-on-One Consultancy to SMEs*” within the scope of Turkey Resilience Project in Response to the Syria Crisis.

You are kindly requested to prepare and submit your proposals in response to our subject RFP with the consideration of these answers, with all other clauses of the RFP remaining valid.

Please be informed that, further to requests from prospective proposers, the deadline for submission of proposals that was revised as **November 26, 2018 17:30 hrs. (COB)** in Amendment Nr.1, has been further extended to **December 3, 2018 14:00 hrs.**

Please make sure that your proposals are physically delivered to the address in the RFP latest by 14:00 hrs. Turkish Time on December 3, 2018.

Yours Sincerely,

Attachment-1: Answers to Questions from Prospective Proposers

Yours Sincerely,

Sukhrob Khojimatov  
Deputy Country Director

## **ATTACHMENT-1-ANSWERS TO QUESTIONS FROM PROSPECTIVE PROPOSERS**

**Question 1: In regard to interviews to be conducted during the preparation phase of the sectoral reports mentioned in Item D.1 of Section 5 Terms of Reference (ToR), will the total of interviews with sector representatives in 5 provinces be 40 or 10 and could you elaborate on how the key personnel will be allocated for conduct of these interviews?**

*Answer 1: As mentioned in item d.1 of Section 5 Terms of Reference; 10 SMEs in each sector in the aforementioned provinces (Gaziantep 4, Adana 2, Mersin 1, Kilis 1, Hatay 2) will be interviewed during that activity. Thus, in total 40 interviews (4 sectors x 10 interviews per sector) will be conducted and allocation of 10 interviews in each sector to provinces will be as Gaziantep 4, Adana 2, Mersin 1, Kilis 1, Hatay 2.*

*In Form G: Financial Proposal Form; it is mentioned that team leader, 5 key experts and 4 sector specialists will conduct these interviews. The Contractor will allocate key personnel time to these interviews to ensure that the activity is completed by the due date (30 days after contract signature) mentioned in Item E. "Deliverables and Schedules/Expected Outputs" of the ToR. Thus, interviews will be conducted simultaneously by different key personnel (at least 1 key personnel per interview) of the Contractor.*