

Clarification No. 3- Minutes of the pre-bid conference

UNDP SO-ITB-2018-012 Provision of Security Services in Somalia

Query Reference	Clarification Requested	UNDPs Response to the Request for Clarification
Section 4, Evaluation Criteria, “Certificates and Licenses,” Pages 23-24	<p>states the following requirements for certificates and licensing</p> <p>a.) Duly authorized to act as Agent on behalf of the Manufacturer, or Power of Attorney, if bidder is not a manufacturer. Question: Please confirm that “Authorization to Act as an Agent on Behalf of the Manufacturer, or Power of Attorney” is required for Bidders that are not manufacturing companies?</p> <p>b.) Official appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country</p> <p>c.) Export/Import Licenses. Question: Please confirm that this is a requirement and separate from the requirement to be able to import firearms, as Export/Import Licenses are not listed among the certificates and licensing requirements on Form B.</p> <p>d.) Valid and current licenses to provide armed security services and import, carry and use firearms and ammunition in the Territorial State, as defined by the Montreux Document (the States on whose territory the Bidder will operate).</p>	<p>a.) Yes, in case a vendor needs to import goods or equipment requiring manufacturer’s authorization, the vendor will require authorization from the manufacturer or power of Attorney.</p> <p>b.) Yes, official appointment is needed for local companies acting on behalf of an entity located outside the country</p> <p>c.) & d.) As responded to in Clarification no. 2: These are different requirements, if however, your import certificate clearly indicates the license permits the vendor to provide armed security services, import firearms amongst other import goods, then the supplier can submit the same in lieu of both requirements.</p>
ANNEX 1 - Statement of Requirement: Clause 40, page 59	<p>Firearms Management (Lot 2), Item #41, Page 59: “The Contractor is required to develop its own firearms management procedures and ‘Weapons Manual’ consistent with the International Code of Conduct for PSC Providers, the applicable national laws of Somalia and the ‘UN Department of Safety and Security Manual of Instruction on Use of Force Equipment, including Firearms.’”?</p> <p>Are the above-referenced “firearms management procedures and ‘Weapons Manual’” required to be submitted with the Bidder’s proposal, or after award?</p>	<p>There is no firearms in Lot 2. The statement refers to lot 1- Puntland (Garowe).</p> <p>Yes, the firearms management procedures and ‘weapons manual’ should be submitted during bids submission</p>

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Form B: Bidder Information Form, Page 37,	Tax Registration/Payment Certificate issued by the Internal Revenue Authority evidencing that the Bidder is updated with its tax payment obligations, or Certificate of Tax exemption, if any such privilege is enjoyed by the Bidder. Question: Is this required from the Internal Revenue Authority in the Bidder's home state, or the state where services will be provided (i.e., Somalia)?	This is required where the company operates, both the bidder's home state and in Somalia.
Form B: Bidder Information Form, Page 37,	Trade Name Registration papers, if applicable. Question: Please advise under which circumstances this is applicable/required for the proposal.	Where this is different from the company registration document or in case of change of name of the registered company.
ANNEX 1 - Statement of Requirement Clause 71, page 62	<p>a.) The CV requirements listed on page 62 of the Technical Bid and in Section 5a conflict. Please clarify whether CVs are required only for the Project Manager and the two Armed Guard Supervisors for Lot 1 (per Section 5a) or also for the Training Manager (page 62).</p> <p>b.) Please clarify whether one or two Armed Guard Supervisors are required for Lot 1.</p> <p>c.) Please clarify whether copies of proposed personnel's certifications, diplomas/degrees, etc. must be included as part of the CVs.</p>	<p>CV are required for key personnel including the training manager, however since the training manager is not part of the financial evaluation, this post will also not be evaluated technically.</p> <p>b.) Two Armed Guards Supervisors are required for Lot 1.</p> <p>c.) Yes, documents serving as prove to the information in your tender need to be attached to validate your tender submission.</p>
Form F: Price schedule	<p>a.) Please clarify how these costs should be entered on Form F; i.e., should Bidders enter a combined cost for both mobilization/ demobilization, or a one-off cost for mobilization and a separate one-off cost for demobilization?</p> <p>b.) Should mobilization and demobilization costs be entered on a "per unit basis" as required by the pricing table on Form F?</p> <p>c.) Is overtime only permitted for the Training Manager, as indicated in the Reimbursable Costs section on Form F?</p>	<p>a.) For ease of reference at the point of payment to the contractor, please separate the mobilization and demobilization costs into 2 lines.</p> <p>b.) It is indicated that it is a one-off cost, so please indicate the total cost of mobilization (at the start of contract) and demobilization (at the end of the contract).</p> <p>c.) Overtime is a reimbursable cost just like the cost for training manager is reimbursable cost. These are not recurrent costs hence put under reimbursable expenditures.</p>

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Appendix 2, Armed Guard Supervisor – International, clause 3	<p>“The “per unit” cost shall consist of one fully trained and equipped International Armed Guard Supervisor for a one-month period for Garowe location.”</p> <p>Please clarify whether this requirement is correct as stated – i.e., that the Armed Guard Supervisor listed in Appendix 2 is to be provided for one month only.</p>	<p>The statement is supposed to expound on the cost component of the per unit cost. The per unit cost is on a monthly basis.</p>

Note:

Bidders are advised to frequently check the following websites for any addenda/clarifications that may be posted on the following websites

http://procurement-notices.undp.org/view_notice.cfm?notice_id=52473

OR

<https://www.ungm.org/Public/Notice/82196>