

RFP/UNDP/HDRO/001/2019
RFP/UNDP/HDRO/002/2019

Questions and answers (Round 1)

Question 1: The PDF available on the website is non-editable text (it looks like it was scanned after having been printed out) but there are quite a few fields in the Proposal Submission Form that say [insert text] or variations of this where it is clear you're supposed to type into the document. I was wondering if you could either send or post a PDF that was generated from the original Word Document or one that has editable text/fields so that we can complete the form?

Answer 1: HDRO posted another pdf file that is generated from the original Word document.

Question 2: In page 28 of the PDF file, section 2 - 2.4 Personnel - 2.4.2 it has been indicated: *“**Please include CV of translator who translated the Sample, who shall be employed as the main lead translator and editor of the project. The nominated key staff in your proposal must be the employee who will be responsible for the management of services under LTA to UNDP preferably for the entire period of contract. If the staff decides to terminate her/his services with the Contractor, UNDP shall be informed one month in advance”.*

Should the Main Lead Translator and Editor be an in-house employee, or is it acceptable to assign an experienced freelancer of the team as well?

Answer 2: *The lead translator and editor should be in-house employees.*

Question 3: Would like to confirm if the forms are going to be provided in a editable version or if we need to reproduce the content in our paper documents.

Answer 3: see answer 1