

Questions and Answers (Round 3)

Question 1: If the volume of documents to be submitted per lot exceeds 5 MB -are we allowed to send several transmissions?

Answer 1:

The documents can be submitted along with the proposal with the name of document clearly mentioned. Please note, however, the size of each email should not exceed five megabytes (5 MB). Proposers may send as many emails as needed.

Question 2: C.15.1 Please, specify the meaning of "Certified True Copy" form only. What does it mean?

Answer 2:

A certified true copy is a copy/ photocopy, that has on it an endorsement or certificate that is a true copy of the primary document. It certifies that it is a true copy of the primary document.

Question 3: Company profile should not exceed 15 pages. Are the CVs of the linguists proposed excluded from 15 pages limit?

Answer 3: The 15-page limit only applicable for the company profile

Question 4: Are other supporting documents like Certificates of Registration or Quality excluded from 15 pages limit? Is there a possibility to send all supporting documents as one zipped file?

Answer 4: Please see answers 1 and 3.

Question 5:

We notice that the last segment included in the text corresponding to ANNEX A Sample text for translation quality evaluation contains one incomplete sentence and one complete sentence which appear not to bear a direct relationship to each other: ...**For instance, the average income inequality increase for countries that Persistent inequality between different segments of a population can entrench the discriminatory practices and cultural biases that fuel social exclusion**"

-Can you please provide us with the correct text?

-If a corrected version of the text could not be provided at this point, we will translate the complete sentence and explain the matter in a linguistic report to be submitted along with the test. Please confirm if you find this alternative acceptable.

Answer 5:

New sample text for translation will be provided to all vendors. Please refer to the Answer 11.

Question 6:

As per point 2.4.2 we understand that CVs and credentials for the proposed translators are required. Can you please indicate if you required CVs and credentials for all proposed translators or just for the reviewer/editor (lead translator who performed the test)?

Answer 6:

CVs for all proposed translators are required

Question 7:

On DS 26, referring to C15.1, it states that the Company Profile should not exceed 15 pages. Could you confirm that this refers to the length of content we submit for Section 6: Technical Proposal Form or does this refer to additional information provided?

Answer 7:

The 15-page limit only applicable for the company profile.

Question 8:

If this does refer to the number of pages we are permitted to submit under Section 6, could you confirm that the cover page and table of contents page within the proposal would be negated from this count?

Answer 8:

See answer 7

Question 9:

Could you confirm that the structure for the technical proposal should adhere to Section 6 Technical Proposal Form rather than that indicated in section C4 as this is superseded by the answer to DS 28?

Answer 9:

Please refer to the RFP document named "RFP pdf generated from Original Word document". We confirm that the structure for the technical proposal should adhere to Section 6.

Question 10:

Could you please confirm that we can update/modify the Financial Proposal with a total word count of 159,000 words for all lots?

It is mentioned in Section 7 Financial Proposal: "[4] No deletion or modification may be made in this form. Any such deletion or modification may lead to the rejection of the Proposal".

Answer 10:

159,000 words apply for all Lots

Question 11:

The translation sample provided in Annex A as we understand is already available in the public domain on the UNDP's website at <http://www.undp.org/content/undp/en/home/librarypage/poverty-reduction/humanity-divided--confronting-inequality-in-developing-countries.html> on pages 6 and 7 of the Overview and has been translated to French and Spanish, also available on this page.

Could you advise us therefore if you wish for us to proceed to translate this test piece to French and Spanish or if you would be providing us with a new sample? Could you also advise us therefore if we should proceed with the Chinese and Russian translations, though they are not available on this page?

Answer 11:

Thank you for letting us know on the translated versions of the report that includes our sample. We will upload a new sample and extend the deadline. Please revisit the procurement site.
