

**Amendment No.2**

**Request for Proposal**

**Provision of Design and Construction Consulting Services under Long Term Agreement (LTA) for UNDP Yemen  
RFP-YEM-0025-2019**

This amendment is issued to:

- 1) Extend the deadline for submission Proposals to read Sunday 23 June 2019 3:00 PM Sana'a time instead of Thursday 13 June 2019 3:00 PM Sana'a time.  
(SECTION 3. BID DATA SHEET, BDS No.14, page 19)
- 2) Answer the following clarifications received by emails or raised during the pre-bid meeting:

**Clarification 1:** Since there's no description in the type, size or number of the projects, we assume that the fees are for indicative purpose and your evaluation will depend on the rates and the actual efforts per project, please confirm

**Answer 1:** The experts' daily fees shall be fixed during the LTA period (one year extendable up to three years). UNDP will run a mini competition among the LTA holders for each request / assignment (actual effort per project). The selection will be based on the criteria set in the mini solicitation

**Clarification 2:** Must the Core team be in Yemen or can it work remotely?

**Answer 2:** It depends on the assignment requirement which will be mentioned in the mini solicitation.

**Clarification 3:** Can any key personnel in the core team be named as part of any of the Lots teams?

**Answer 3:** No. the core team can't be named to the lot (sector) team

**Clarifications 4:** Can the consultant propose similar experts for different lots?

**Answer 4:** No. the expert under a lot (sector) can't be named under other lot (sector)

**Clarification 5:** With reference to section 4 "minimum eligibility and qualification criteria" table, section QUALIFICATION - could you please specify more deeply what do you intend for contract of similar nature and complexity?

**Answer 5:** Contracts with similar nature and complexity of required services as mentioned in the RFP. This is required to examine the qualification of the bidder.

**Clarifications 6:** Can the construction companies apply for this RFP?

**Answer 6:** The Construction Companies can apply for this RFP. However, to avoid any potential conflict of interest, the awarded firm can't apply for the construction tendering

**Clarification 7:** With reference to section 4 – EVALUATION CRITERIA - “minimum eligibility and qualification criteria” table, section QUALIFICATION - could you please specify if you accept references just related to the design or just related to the supervision or technical assistance even not under the same contract?

**Answer 7:** Yes. Accepted as long as they cover the required services as mentioned in the RFP

**Clarification 8:** With reference to section 5 – TERMS OF REFERENCE – SECTION 8c experts requirements – either core experts and lot1-5 experts - could you please consider valid (and fully scored) the regional experience of an expert with a positive track record in the region (i.e. Gulf Area and Middle East Regions) and not only just limited to Yemen?

**Answer 8:** regional experience out of Yemen will be considered and scored accordingly. Scoring will be as mentioned in the RFP.

**Clarifications 9:** With reference to section 5 – TERMS OF REFERENCE – SECTION 8c experts requirements – either core experts and lot1-5 experts - could you please specify which will be the ratio between English and Arabic in scoring, since language of the contract will be English and most of the engineers we are currently working with in the region are fluently speaking English but not Arabic.

**Answer 9:** Ratio varies from post to post as it depends on the language requirement for each post. It is up to the evaluation committee to set the ratio for each post.

**Clarification 10:** JV Agreement: Shall we refer to FORM C only, and submit a “Letter of Intent to form a JV” to be finalized in case of contract awarding or as described in “Instruction to bidders”, page 8, point 14.1 the JV agreement shall be duly notarized?

**Answer 10:** Letter of Intent will be accepted for the proposal evaluation. However, the duly notarized agreement will be the condition for the contract award

**Clarifications 11:** In order to increase the chance of inclusion of local engineering/consulting firms, is it allow the sub consultancy with different bidders (i.e.: can a sub consultant join different bidders for the same lot)?

**Answer 11:** Subcontracting is accepted under the terms mentioned in UNDP General terms and conditions

**Clarification 12:** The scope of work explained in the RFP requires on-site direct supervision by the consultant, however the supervision staff is not named in the list of expertise required for each lot. Please advise.

**Answer 12:** The expert requirement in the TOR is for the LTA. If additional staff is required for special assignment, this will be mention in the mini solicitation

**Clarifications 13:** Should the provided staff have an exclusivity agreement with the consultant?

**Answer 13:** It is recommended but not required. However, nominating the same expert by two companies may lead to disqualify the companies

**Clarifications 14:** Should the consultant propose eight Core experts for each lot or can they be the same for all the lots?

**Answer 14:** The core staff can be the same for more than one lot. However, each lot shall submitted separately

**Clarification 15:** In Section 4 - Evaluation Criteria, page 22 of the RfP; Qualifications; *it was requested for bidders to have minimum 3 contracts of similar nature and complexity over the last 10 years , with at least one project value US\$ 1M. Please clarify if the US\$ 1 Million is the value of the Consultancy Services or it is the Value of the Construction of that project.*

**Answer 15:** The Value of the Construction of that project

**Clarification 16:** In clause 10 of b. Human Resources, page 42 of the RFP; it was requested from the Consultant to provide independent local office for each assignment, our understanding that the office will be established for each assignment at its related Governorate in Yemen and NOT as office for the project in Sana'a. Please confirm.

**Answer 16:** this is an office for assignment. Location will be mentioned in the mini solicitation for each assignment

**Clarification 17:** I want to apply for three lots, do I need to submit one offer or three offers?

**Answer 17:** You have to submit three offers. One offer for each lot

**Clarification 18:** Shall we consider the tax in the Financial Proposal.

**Answer 18:** UNDP is tax exempted, however, companies are advised to include the tax in separate line. The revised financial proposal form (FORM G: FINANCIAL PROPOSAL FORM) has been uploaded