

Minutes of the Pre-bid meeting held on September 04, 2019
Re-RFP for Hiring firm to conduct Perception, Awareness of Human Rights and Complainants'
Satisfaction Survey of NHRC-HRP

Date: September 05, 2019

Members attended the meeting:

Name	Designation
Shamsun Nahar Airin	Procurement Associate, UNDP
Shankor Paul	Communities and Minorities Expert
Nikar Chandra Howlader	Monitoring and Evaluation Expert

With reference to the subject Re-RFP issued on 29 August 2019, please find below the queries raised by Invitees and answers thereto from UNDP Bangladesh:

SL	Queries	Answers
1	Is it possible to increase the proposal submission deadline?	No.
2	Is it mandatory to fulfil the minimum eligibility criteria?	Yes.
3	Is there will be any urban, Rural segmentation in sample?	No need to segment the sample size as rural and urban.
4	Kindly mention what will be the sample size for compliant handling sample?	The sample size on satisfaction survey on complaint handling system of NHRC should be included within the distributed sample. However, the Consulting Firm needs to use their judgement considering the total number of complaints the NHRC received.
5	Kindly mention what will be the ratio between beneficiary and non-beneficiary?	There is no specific ratio of beneficiaries and non-beneficiaries, however, primarily it would be focused HRP targeted beneficiaries to assess attribution of the project intervention and it may include few non-beneficiaries to assess the contribution of the project intervention within project working area and sample size.
7	Kindly mention what will be the page limit for questionnaire?	The questionnaire size should within 10-15 pages.
8	In page 26 of Re-RFP document: who will bear the cost for wider dissemination?	The Consulting Firm is responsible to organize the dissemination workshop with their own budget for wider dissemination of findings and reports of the perception survey.

Note: Above Clarifications in response to queries raised during the Pre-bid meeting and amendments shall be an integral part of the Re-RFP document and supersede the all provisions as applicable.