

Minutes of the Pre-proposal Conference

[Sustainable Enterprises and Agricultural Development (SEAD): Leveraging communication technology to synergise rural development in the Dry Zone of Myanmar]

Ref. No.2019/PROC/UNDP-MMR/100

Date: 9 October 2019

Time : 1:00 Pm to 2:00 Pm

Venue: 1st Floor Meeting Room, UNDP Office

The pre-bid -meeting was attended by the following

1. Mai May Htar Phwy Bob, Team Leader, Project Manager, Economic empowerment of Women and Youth
2. Mounng Kee Aung, Procurement Analyst, PSU
3. Kyaw Zin Aung Soe, Environment and Forestry Specialist

Representatives from the Firms/Organizations.

1. Andrea Ricci, Cesvi Foundation

The pre-proposal meeting started at 10:00 AM. Later, Maung Kee Aung thanked the bides for their participation in the conference before briefly explaining how to submit the proposals in response to Request for Proposal for Request for Proposal and guideline and instructions.

Maung Kee Aung invited participants' attention on the instructions to proposers including bid data sheet highlighting the required documents on which preliminary evaluation on completeness of documents would be conducted.

He also explained the evaluation criteria for proposal, and deadline for submission of proposal, deadline for seeking clarifications/question. He highlighted that deadline for submission of proposal is on 20 October 2019. He also said that bids will be checked against the eligibility criteria first, as preliminary examination on completeness of documents submitted. Secondly, evaluation panel will evaluate the proposals against evaluation criteria mentioned of RFP.

Mai May Htar Phwy Bob, explained on the Terms of Reference for this RFP and Kyaw Zin Aung Soe explained project background geographic area of target project. Project flyer was shared to the participants and the flyer included target beneficiary numbers (25234 Hh).

And then the floor was open for questions.

- Q. Mobile application need to be developed/ shall be support by selected firm from this proposal or Ooredoo?

A. UNDP will recruit another firm to develop mobile application, but the content should be develop together with the selected firm.

- Q. Target Beneficiaries 25234 HH is direct beneficiaries or including with indirect beneficiaries?
A. Beneficiaries 25234 HH is including with indirect beneficiaries but the indirect beneficiaries should be measurable or traceable for their benefits through the project.
- Q. Could the Tender submission deadline be extended?
A. The submission deadline will not be extended.