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BIDDER's CONFERENCE – MINUTES OF MEETING, Q&A and Amendment
RFP/UNDP/EPASS-TIGER/82426/026/2019

Assignment Name:

Implementation of Sustainable Financing Mechanism

Date and Time:

30 October 2019 at 1030 hrs (Aceh meeting room, Menara Thamrin Building 7th floor)

Closing Date:

Please refer to the e-tendering system with event ID 4737

TO ALL INTERESTED BIDDERS

Introduction and Guidance		
Information		<p>Bid Conference was opened with following agenda:</p> <ol style="list-style-type: none"> 1. Explanation on RFP document – administrative issue (closing date, submission & method, delivery method for submitting offer, contract award, etc.). 2. Explanation on the Data Sheet (Description of Requirements) 3. Explanation on the Term of Reference (TOR) 4. Explanation on the Submission Forms 5. Q & A (going through all sessions) <p><i>*Bidders were encouraged to carefully read the RFP document before preparing the offer and to check regularly UNDP E-tendering & UNDP website for any update/amendment to this tender document</i></p>
Q&A session is incorporated into the below minutes		
1	Q	How could we see the deadline submission of the proposal?
	A	Please refer to the E-Tendering system and the time use is New York time zone (EST/EDT).
2	Q	Please confirm if representative bidders located in Indonesia where the principal organization located outside Indonesia could use USD Currency in the financial proposal
	A	Yes, local bidders may use USD Currency as long as it is consistent with the bank account that will be used when selected and doing transaction between UNDP and the selected contractor
3	Q	Please confirm that all scope of work will be applied for both locations

	A	Yes.
4	Q	For the public discussion, is it possible to implement those activities in the middle or at the last period of the contract
	A	Yes, it is possible and should be stated in the proposed approach, methodology and implementation plan
5	Q	Please confirm if the local representative submit proposal on behalf of the principal company/organization
	A	Yes you may as long as the representative receive the power of attorney from the main company/organization to bid
Amendment 01 to the RFP	1	Change South Sulawesi to North Sulawesi in page 42, point 5 of number of activities.

Jakarta, 30 October 2019