

Minutes of the Pre-Proposal meeting held on 14-Jul-14
Regarding the RFP- Supply, Installation, Configuration and Training for an IT Service Desk System

RFP Reference: RFP-BD- RFP-BD-2014-039

Date: 16-July-2014

Members attended the meeting:

Name	Designation
Md. Ziaur Rahman	Procurement Associate, UNDP
A M Sharif Hasan	ICT Systems and Strategy Expert
Bidders	List attached

With reference to the subject RFP issued on 09 July 2014, please find below the queries raised by Invitees and answers thereto from UNDP Bangladesh:

SL	Queries	Answers
1	Does the price inclusive of VAT and related cost?	Yes, the quoted price must be inclusive of VAT and all related cost.
2	If A merged from two sister concerns of a mother firm, then would the experience of the previous be calculated?	If a firm merged from two sister concerns of a mother firm, the experience may be calculated if the firm provide sufficient documents in favor such merging and the characteristics in terms of business, staffing, assignment etc. of the new firm contains both of the previous firms.(necessary documents must be provided)

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