



REQUEST FOR PROPOSALS

For the provision of a Review of capacities of agencies funds and programmes to sustain peace

RFP/UNDP/BPPS/2016/009

Bureau for Policy and Programme Support (BPPS)
New York, USA



United Nations Development Programme
June, 2016

**Section 1. Letter of Invitation
Request for Proposal (RFP)
RFP/UNDP/BPPS/2016/009**

New York City
May 27, 2016

Subject: Provision of a Review of capacities of agencies funds and programmes to sustain peace

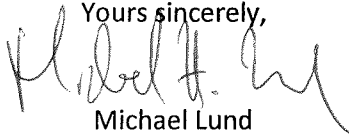
Dear Sir/Madam,

1. The Bureau for Policy and Programme Support (BPPS) of the United Nations Development Programme (UNDP) hereby solicits your proposal for the provision of a "Review of capacities of agencies funds and programmes to sustain peace" as per the enclosed Terms of Reference in Section 3.
2. The purpose of this present tendering is to conclude a Contract for Professional Services with a qualified service provider.
3. To enable you to submit a proposal for this RFP, the following documents are enclosed:
 - Section 1 – This Letter of Invitation
 - Section 2 – Instructions to Proposers (including Data Sheet)
 - Section 3 – Terms of Reference
 - Section 4 – Proposal Submission Form
 - Section 5 – Documents Establishing the Eligibility and Qualifications of the Proposer
 - Section 6 – Technical Proposal Form
 - Section 7 – Financial Proposal Form
 - Section 8 – Model Contract for Professional Services, including General Terms and Conditions
4. Your offer, comprising of a Technical and Financial Proposal, in separate sealed envelopes, should be submitted in accordance with Section 2.
5. You are kindly requested to acknowledge receipt of this letter and to indicate whether or not you intend to submit a proposal by sending an e-mail to nassim.davlatshoev@undp.org and cc to Jascha.scheele@undp.org preferably by no later than **6 June 2016**. Non-acknowledgement does not bar your company from submitting a proposal.
6. This letter is not to be construed in any way as an offer to contract with your firm. Furthermore, UNDP reserves the right to reject part or all of the proposals.
7. Should you require further clarifications, kindly communicate with the contact person identified in

the attached Data Sheet as the focal point for queries on this RFP.

8. UNDP looks forward to receiving your Proposal and thanks you in advance for your interest in UNDP procurement opportunities.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Michael Lund', written over the printed name.

Michael Lund

Policy Specialist

Strategic Policy Unit

Bureau for Policy and Programme Support (BPPS)

United Nations Development Programme

