



**RLD REQUEST FOR PROPOSALS PROPOSALS ON DEVELOPING THE STRATEGY AND ACTION
PLAN FOR HIGH MOUNTAINOUS REGIONS OF GEORGIA**

Pre-Bid Conference, UN HOUSE, MONDAY 30 MAY 2016

Ms Maia Bibleishvili, UNDP RLD project Expert/Coordinator and Mr Humphrey Abbott, International Technical Advisor, RLD were present in UN House Conference Hall from 14.00 to 14.30 to answer questions from a representative of CARE International, Georgia and two representatives from PMCG, Georgia.

Ms Bibleishvili gave a resume of the background information relevant to the RFP. Mr Abbott drew attention to the work being done by the Ministry of Agriculture of Georgia to prepare a strategy and action plan for rural development over the same timeframe as the Mountain Development Strategy. This might result in special consultation and liaison arrangements being established between the two preparatory groups and their experts.

Questions raised by PMCG representatives and replies given by RLD were as follows:

1. Q: Would contractors have to meet all individual municipalities

A: The numbers of municipalities to be met or otherwise investigated/consulted should be proposed and agreed with the Working Group as per the TOR in the RFP the draft strategy and Action Plan with the Monitoring and Evaluation framework should be shared with the Regional Advisory Councils.

2. Q: What procedure will apply for consideration and approval of drafts by the Regional Consultative Councils

A: MRDI will be responsible for making the necessary arrangements

3. Q: What stage has been reached in setting up the Working Group for Mountain Development

A: The Working Group has been established

4. Q: Who is responsible for arranging meetings between the working group and the local consultants

A: Most meetings will be arranged by MRDI to coincide with visits to Georgia of the International Expert for Mountain Development who has been contracted by UNDP.

5. Q: What is the status of the Mountain Area Advisory Council

A: Established by the Law on Mountain Development as the deciding body, the Council meets at Minister level under the chairmanship of the Prime Minister

6. Q: Is the working group a central (i.e. Tbilisi) body

A: Yes

7. Q: How many meeting will be held between the local Contractor and the Working Group

A: This will be determined by the Working Group and MRDI during the first Kick Off meeting with the local contractor. The local contractor should also bear in mind the possible need to have meetings with the Ministry of Agriculture working group on rural development

8. Q: Will the local Contractor be responsible for hiring rooms and other meeting facilities

A: It would be prudent to budget for these expenditures

9. Q: Is the local contractor required to establish a pilot measure in each region of Georgia

A: Yes

10. Q: Do separate specifications or requirements apply to the different classes of documents (methodologies and manuals of instructions) the local contractor is required to create

A: In most cases methodologies will be prepared as manuals of instruction.

11. Q: Who is responsible for organising the Final Presentation

A: The main responsibility for supporting arrangement of meeting rooms in the regions (when needed) etc. will be facilitated by MRDI

12. Q: How many proposals

A: One (financial separately and technical separately) *

The questions raised by the CARE International representative and the replies by RLD were as follows:


13. Q: Who is responsible for coordination

A: MRDI

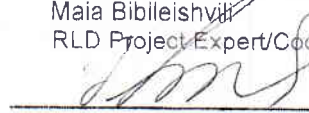
14. Q: What is the overall budget for the contract with local consultants

A: This is confidential

Humphrey Abbott
RLD project International Technical Advisor


31 May 2016

Maia Bibileishvili
RLD Project Expert/Coordinator


31 May 2016