

Pre-Bid Meeting on Request for Proposal (RFP)

Outcome Evaluation of the UNDP Country Program Outcome 2 - "Vulnerable groups have improved access to economic opportunities and adequate social protection"

Ref: UNDP/RFP/010/2016

Day and Date : Thursday, 2 June 2016

Time : 1500 Hrs (Nepal Standard Time)

Venue : UN Conference Hall, UN House Pulchowk, Lalitpur, Nepal

Following participants from the bidders as well as officials from UNDP were present:-

S. No.	Participant's Name	Organizations/Firms
1	Dr. Tara Jung Gurung	Nepal Institute of Development Studies

1	Mr. Dharma Swarnakar	UNDP, Nepal
2	Ms. Giun Kim	UNDP, Nepal
3	Mr. Rajendra Lakhe	UNDP, Nepal

The meeting started with a briefing highlighting the need for timely submission with proper sealing, marking and obtaining bids submission receipt from UNDP. It was also informed that the minutes of the pre-bid meeting would be uploaded in the UNDP Procurement website and that UNDP will not respond to any queries received after the pre-bid meeting. There was also a short presentation about the technical aspect of the intended services.

The discussion that followed addressed queries raised by participants in person and via those received e-mail messages. The following tables shows the queries raised and responses provided:

Query 1:	Is there possibility of Joint Venture?
Response 1:	Yes. Evaluation however will be done only on the basis of the proposal of the principle company. A Memorandum of Understanding between two companies have to be submitted along with the technical proposal.

Queries received from E-mail:

Query 2:	We are interested in submitting a bid for the above. We note from the RFP that the qualifications of Team Leader is specified as Ph.D. Is this requirement flexible in case a potential candidate has over 20 years of highly relevant experience for this work, but only a Master's degree?
Response 2:	Yes ideally we prefer Ph.D. with minimum 10 years' experience but we will also consider candidate with a master's degree with 20 years or more of solid experience on the relevant topic.