

Pre-Bid Meeting on Request for Proposal (RFP)
Ref: UNDP/RFP/011/2016

Request for Proposal for Outcome Evaluation of the UNDP Country Program Outcome 5 - Institutions, systems and processes of democratic governance are more accountable, effective, efficient and inclusive and Outcome 6 - Tiers of government established and function to meet the provisions of the new federal constitution"

Day and Date : Wednesday, 8 June 2016
Time : 1500 Hrs (Nepal Standard Time)

Venue : UN Operations Meeting Room, 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	Mr. Madan Jnawaly	DECC, Nepal
2	Mr. Pawan Paudel	DECC, Nepal

1	Ms. Bandana Risal	UNDP, Nepal
2	Ms. Umesh Gurung	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 proposal has to be submitted in hard copies (technical and financial in separate sealed envelopes) at the UNDP Reception, UN House, Pulchowk, Lalitpur, Nepal.

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 allow multi-currency financial proposal for National/International consultants?
Response 1:	The financial proposals should either be in US\$ or in Local Currency. Contracts issued to local vendors whose financial proposals are in US\$ however will be in local currency converted based on UN Operational Exchange Rate prevailing at the time of UNDP's issuance of Purchase Orders/Contracts.