



UNITED NATIONS DEVELOPMENT PROGRAMME

CLARIFICATION - RFP FOR THE PROVISION OF TRAVEL MANAGEMENT SERVICES FOR THE UNITED NATIONS OF TRINIDAD AND TOBAGO

Question

1. Data Sheet item No. 28, states that the structure of the Technical Proposal shall be as shown, but “only if different from the provision of Section 12”. As there is no Section 12 specified in the Table of Contents, please confirm if the Technical Proposal should follow the structure of Data Sheet item No. 28 or follow the format as laid out in Instructions To Proposers, Item 15, or if section 12 will be made available. We also note that the Data Sheet item No. 28 structure may also conflict with instructions given in Section 6 – Technical Proposal Form, “Technical Proposal Format”.
2. If the proposal structure is to follow Data Sheet item No. 28, please confirm if Instructions to Proposers item 15.3 (of "Technical Proposal Format and Content") is to be addressed under B) Resource Plan or under C) Proposed Methodology

Answer

1. **There is an error in The Data Sheet which should read** Data Sheet item No. 28, states that the structure of the Technical Proposal shall be as shown, but (“**only if different from the provision of Instructions To Proposers, Item 15**)

The Data Sheet indicates “The following data for the services to be procured shall complement, supplement, or amend the provisions in the Instruction to Proposers. **In the case of a conflict between the Instructions to Proposers, the Data Sheet, and other annexes or references attached to the Data Sheet, the provisions in the Data Sheet shall govern.**”

Therefore the Technical Proposal should follow the structure of Data Sheet item No. 28

There is no conflict with the instructions given in Section 6 – Technical Proposal Form, “Technical Proposal Format” as it an expansion of the information identified in Data Sheet no 28.

2. **Instructions To Proposers item 15.3 (of "Technical Proposal Format and Content") is to be addressed under B) Resource Plan**