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Support to Confidence Building Measures  
Susținerea Măsurilor de Promovare a Încrederii  
Поддержка мер по укреплению доверия



*Empowered lives.  
Resilient nations.*

## **Minutes of the Pre-Bidding Conference for RfP16-01318 SCBM:**

### **Support the creation of cross-river specialized platforms and partnerships to facilitate the cooperation between communities from the left and right banks of the Nistru river (5 LOTS)**

06 September 2016, 11:00 Le Roi Business Center, 3<sup>rd</sup> floor  
(29, Sfatul Tarii Str., Chisinau)

#### **Agenda:**

- I. Presentation and description of procedures
- II. Questions and answers

#### **I. Presentation and description of procedures**

The Pre-bidding conference was opened by *Viorel Albu, Project Manager, SCBM Programme*, who welcomed the participants, introduced the members of UNDP team present at the meeting and went on with the presentation of the project.

*Mr. Albu* made an overall presentation and the main objective of the initiative which is the establishment of five cross river specialized platforms and partnerships, aiming at harnessing and improving the confidence building potential of previously implemented infrastructural projects and enhancing the cross-river collaboration between beneficiary communities, thus supporting the establishment of minimum 30 cross-river partnerships through the implementation of a number of joint projects funded through small-grants programmes (SGP). Further *Mr. Albu* referred to the details from the data sheet, noting the procurement method (RFP/request for proposal), the preferred currency for proposal budgets, the possibility of submitting proposals in English, Romanian and Russian to simplify and maximize the participation in the current tender. *Mr. Albu* also mentioned the fact that the proposals need to be made for each particular LOT, but this does not limit the Service Providers to submit proposals for more than one LOT, if sufficient resources and capacity is demonstrated.

Other discussed topics were the objectives and general scope of work, the responsibilities of platform leaders, their role in identifying platform members and key project ideas as well as coordinating the activities within platforms and networks.

#### **II. Questions and Answers**

**Question 1:** *Can an organization administering one platform be allowed to apply for the small grants programme by themselves (outside the platform)?*

**Answer:** In case an organization that is part of a platform selected as the platform leader for one LOT, in the

future this organization will not be able to apply for the Small Grant Programme for the same LOT, because of the possible conflict of interest. They can however apply for other LOTs, different from the one they are leading.

**Question 2: *Is the situation when the same person is a member of two or more different platforms considered a conflict of interest?***

**Answer:** In accordance with item 17, pt. f) from RFP document, Proposals submitted by two (2) or more Proposers shall all be rejected if an expert proposed to be in the team of one Proposer participates in more than one Proposal received for this RFP process. This condition does not apply to subcontractors being included in more than one Proposal.

**Question 3: *Should the organizations be registered only in the Republic of Moldova or institutions registered in Transnistria region can also apply?***

**Answer:** Organizations registered on both banks of the Nistru River can apply.

**Question 4: *Is having two organizations enough to create a platform?***

**Answer:** Even having one organization is acceptable if it has relevant experience and potential. One or more organizations grouped in a consortium can apply. In case of a consortium (of two, three or more organizations), it is important to know who is the leader of the consortium and have a clear distribution of roles and responsibilities among the consortium members.

**Question 5: *Can the Proposal be presented in Russian?***

**Answer:** The Data Sheet (p.4) of the RfP document expressly stipulates that the Proposals may be presented in one of the following languages: English, Romanian or Russian.

**Question 6: *Can the small grant's amount be partially spent to purchase equipment and how it can be transferred from one bank of Nistru River to another?***

**Answer:** Taking into account that the small grants shall not exceed 15.000 Euro, the biggest part of the grant must be used for platform activities. Nevertheless, it is expected that a small amount of equipment would be allowed to be purchased with a value that will not exceed 20% of the total grant amount. In the past, transferring equipment from one bank to another did not cause any serious issues. However, it is advised to coordinate it in advance with relevant local institutions.

**Question 7: *If an educational institution decides to be involved in developing the culture of sport, should it apply for the platform with educational or sport thematic?***

**Answer:** The application should be based on the preference of the specific organization. The applicant organization can submit proposals for any platforms it is interested in. The evaluation committee will analyze the applicant's relevant experience and capacity correlated with the tasks for which this organization applied for.

**Question 8:** *If a platform is education themed, should it solely be focused on education or it can also make some activities with other thematic, for instance sport?*

**Answer:** If we look at this through the larger prism that sports is also part of the education process, then yes it can. We would recommend that all organizations involved in activities within a certain platform, excel in this specific area, otherwise it would be less efficient. But in case the above mentioned situation happen, UNDP will carefully examine the case.

**Question 9:** *The general idea is one platform – one theme, not one platform – five themes?*

**Answer:** Yes. One platform – one theme. Each platform has its own separate domain. Five themes – five platforms.

**Question 10:** *What do you mean by social infrastructure project?*

**Answer:** Physical infrastructure with social relevance (kindergartens, sport schools, etc.).

**Question 11:** *Who is the main beneficiary of the platforms?*

**Answer:** The beneficiaries of the platforms are institutions that received support in terms of social infrastructure rehabilitation during any of the previous SCBM phases.

**Question 12:** *How will the sustainability of the platforms be assured?*

**Answer:** The applicant organizations should have relevant experience and be familiar with the concept of the platforms. They may also be even members of different networks or already existing thematic platform. In this regard, in order to ensure the sustainability of the platform, the applicant should present in its technical proposal, a sustainability plan, which is a mandatory requirement stipulated in the Data Sheet (p.28) of the RfP document (Structure of the Technical Proposal).

**Question 13:** *How will the payments be done?*

**Answer:** The payments will be made in several installments according to the deliverables' timetable. The first installment will be related to the development and approval of a detailed implementation methodology and work plan.