Bulletin 2

Request for Proposal (RFP) for Preparation of Revenue Improvement Action Plans (RIAP) for selected six Municipalities in Nepal

Reference No.: UNDP/RFP/018/2016

Question and Answers

RFP Clause	Reference	Query	Response
Page 4	List of Project completed	How many projects should we mention? Is there any time period (last 3 years) or contract value limited (> 1 crore, etc.)?	Please list projects that have been completed in the last 3 years with the contract value.
Page 8	Qualification of Key Personnel – Point # C	What type of written confirmation is required for availability of the personnel for the entire duration of the contract?	Along with the CVs, the proposed consultants should submit a written commitment of their availability for the entire duration of the assignment period.
Page 19	Work schedule table – Point # 1	We will identify and detail out data requirement during inception phase only and share this with you, and we understand that the necessary assistance from UNDP will be provided for obtaining the same during review phase.	As per the TOR, the selected firm will be required to carry out the work which will include obtaining the data, analysis and preparation of the individual Revenue Improvement Action Plans of the selected municipalities in the form of a final product with the support of the respective municipalities.
Page 19	Work schedule table – Point # 2	We will select the municipalities in discussion with you and we understand that we will get a letter from your side for introducing our representatives which will facilitate the work.	Six Municipalities have already been selected. Please refer to the ToR, page 16 for the names of the selected Municipalities. The Ministry will support the selected firm in issuing such introductory letters to respective municipalities.
Page 21	Team members evaluation criteria	Language qualification – How much score is associated with proficiency in Nepalese?	The total language proficiency score is 5 points for both Nepali and English.