

## **REQUEST FOR PROPOSAL (RFP)**

### **DESIGNING AND DEVELOPING OF MOBILE APPLICATION AND MOBILE-OPTIMIZED WEBSITES IN PILOTING A SUSTAINABLE CHARCOAL VALUE IN CAMBODIA**

**Process No: 35-54843**

#### **ADDITIONAL CLARIFICATION TO BIDDER'S QUERIES No 1**

Reference to the above RFP, UNDP has received the below queries from bidder and we would like to share the clarification as below:

##### **Query 1**

On Annex A, page 4, the RFP states that the number of copies for proposal submission includes "Scan copy: 1 CD".

1. Should the scanned version include both technical and financial proposals?
2. How should these two proposal pieces be separated from each other (as the sealed envelopes are for the original submission)?
3. And, would you prefer or accept a USB drive with the submission instead of a CD?

##### **Clarification:**

1. The scanned version document should be saved in separate CDs (one for Technical and the other one for Financial Proposal).
2. The proposal submission should submit in big envelop which is contain two inner envelops:
  - i. 1st inner envelop: contain original technical proposal and CD of Technical Proposal.
  - ii. 2nd inner envelop: contain original financial proposal and CD of financial proposal.
3. USB drive is acceptable but you are required to save in separate USB drives (one for technical and the other one for financial proposal).

##### **Query 2**

Do you have a budget target range, or limit?

##### **Clarification:**

We cannot share budget information with bidder. The interested bidders are required to propose bid price base on their own estimate.

### **Query 3**

In Annex E, the systems/applications will be developed in both English and Khmer, and the RFP states that “Khmer language translations will be provided” (page 24, page 25). Can you please confirm that this means that UNDP will be providing these translations? If not, we can quote for these services.

#### **Clarification:**

Yes, translations will be provided by project team as part of the co-design process of the user interface with beneficiaries.

### **Query 4**

In Annex E , section 4.c (page 26) describing the charcoal purchase website, the RFP mentions “Information page including video and content (to be provided)”. Can you please confirm that this means that UNDP will be providing these pieces? If not, we can quote for these services.

#### **Clarification:**

Content (text, illustrations, videos) will be provided by the project team for integration.

### **Query 5**

In Annex E, section 3.c (page 25), section 4 (page 25), section 6 (page 26) all mention “client” but they seem to reference different entities.

Can you please confirm our assumption that “client” in section 3.c is the client of the distributor?

#### **Clarification:**

The client refers to the final buyer of sustainable charcoal to be delivered by the distributor.

### **Query 6**

Can you please confirm our assumption that “client” in section 4 (“Facebook marketing campaign to be done by client”) is UNDP?

#### **Clarification:**

The marketing campaign is not part of this RfP and will be done by UNDP and its partners.

### **Query 7**

Can you please confirm our assumption that “client” in section 6 (“All the infrastructure shall be located on agreed hosting platform / cloud computing platform. The costs of server management will be paid directly by the client.”) is UNDP?

**Clarification:**

The costs of the platform operation aims to be paid by the income generated through the sales of sustainable charcoal during project implementation based. Payment will be based on real costs of the platform of the hosting platform.