

REQUEST FOR PROPOSAL (RFP)

SUPPORTING MONITORING & MEASURING, REVIEWING AND VERIFICATION (MRV)
DEVELOPMENT OF THE REED+ IMPLEMENTATION

Process No: 4792

CLARIFICATION TO BIDDER'S QUERIES

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

RFP Items	Question/Clarification	Answer/Remarks
C. PREPARATION OF PROPOSALS C.20 Alternative Proposals	<p>C.20 says "Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative proposal.</p> <p>Does this mean that submission of an alternative proposal is not completely prohibited? Or, shall any alternative proposal not be considered as stated in Data Sheet?</p> <p>Further, if the submission of an alternative proposal is permitted then, a part of the Proposal Submission Form - "accept the Terms of Reference" - needs to be modified such as to "accept the Terms of Reference including UNDP's answers to the clarification/question from bidders".</p>	As stated in Data Sheet, the alternative proposal is not considered.
Section 3: Terms of Reference 6. Institutional Arrangement Role of GDANCP, Ministry	It is stated that the General Department of Administration for Nature Conservation and Protection (GDANCP) will support the service contractor in completing the assignment	Yes, it is correct. the Contractor's main responsibility is to support the products listed in the TOR. Meanwhile GDANCP is the owner of data and products, they need the contractor and UNDP's assistance to complete on time the

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of Environment	<p>On the other hand, "4. Scope for Work" states that a service provider will SUPPORT the production of the national 2018 LULUC map and 2016-2018 change map.</p> <p>We understand that GDANCP is responsible for the map production and a service provider (contractor) is to support the mapping work to be done by GDANCP. Is our understanding correct?</p> <p>If our understanding described above is correct, then a service provider should not be held responsible for a delay in completing the maps both in Phase I and Phase II unless the performance of a service provider is a cause of a delay.</p> <p>Is this correct?</p>	<p>products.</p> <p>However, one of the roles of GDANCP to support or to permit the contractor to work in the MOE and support daily activities as planned.</p> <p>In other words, is a joint work between UNDP, GDANCP and the contractor.</p> <p>However, as advisor, it is the responsibility of the Contractor to ensure the work is done in time, or to inform UNDP of any potential delay, provide alternatives solutions.</p>
<p>Section 3. Terms of Reference</p> <p>4. Scope of Work</p> <p>a) Support The production of the national 2018 LULUC map and 2016-2018 change map</p>	<p>We think "2018 LULUC map" should be "2018 land use/cover map" or "land forest map" because LULUC is an acronym for Land Use and Land Use Change. Is this correct?</p> <p>The word LULUC is also used in other parts of the RFP for the parts where land use/cover map of land forest map is appropriate.</p>	<p>Accepted. Acronyms can change from LULUC to land use/land cover map, when it is referred to produce a single year map. It is LULUC when is a cover change map, i.e. 2016-2018 cover map</p>
<p>Section 3. Terms of Reference</p> <p>10. Scope of Bid Price and Schedule of Payments</p> <p>Deliverables/Outputs Item a) for Phase I</p>	<p>We think "a) Support the production of the 2016-2017 land forest map" should be "a) Support the production of the 2016-2018 land forest map". Similar correction maybe necessary in the description of Deliverable 1.</p>	<p>Accepted, this is a typo error. It should be.</p> <p>a) Support the production of the 2016-2018 land forest map.</p> <p>The revised ToR is attached.</p>
Section 3. Terms of	We think "a) Support the production of	Accepted, this is a typo error. It should

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<p>Reference</p> <p>10. Scope of Bid Price and Schedule of Payments</p> <p>Deliverables/Outputs</p> <p>Item a) for Phase II</p>	<p>the 2017-2018 land forest map" should be "a) Support the production of the 2018-2019 land forest map". Similar correction maybe necessary in the description of Deliverable 1.</p>	<p>be</p> <p>a) Support the production of the 2018-2019 land forest map.</p> <p>The revised ToR is attached.</p>
<p>Data Sheet</p> <p>Item 26</p>	<p>It is stated that Statement of Satisfactory Performance from the Top 5 Clients in terms of Contract Value the past two years.</p> <p>Could this statement be self-statement to be made by a bidder? Or, should the statement be made by clients of a bidder?</p> <p>In any case, we would appreciate it if you would provide a sample of the statement.</p>	<p>The statement of satisfactory performance is made by client of bidder.</p> <p>The client of bidder can issue this statement by using their own template.</p>
<p>Data Sheet</p> <p>Item 26</p>	<p>One of the required documents is company profile. Our question is whether the 15 pages include number of page of company brochure or not.</p>	<p>Yes, 15 pages are including company brochures.</p>
<p>Data Sheet</p> <p>Item 26</p>	<p>It is stated that required documents that must be submitted to establish qualification of proposers should be "In Certified True Copy" form only.</p> <p>We are planning to attach a declaration to be made by our president (or a person assigned by the president by a Power of Attorney) on the following two things:</p> <ol style="list-style-type: none"> 1) Copy is a true copy of the original document 2) English translation of Japanese document is correct. <p>And we will attach a certificate of the registered signature of our president to</p>	<p>Yes, it is acceptable.</p>

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	be issued by the Chamber of Commerce. Is this satisfactory?	
Section 7: Financial Proposal Form	<p>A form for Cost Breakdown by Cost Component is provided in RFP. And a note says "No deletion or modification may be made in this form. Any such deletion or modification may lead to the rejection of the Proposal."</p> <p>However, in a provided form only two types of expert are listed while three types of experts are required for the service.</p> <p>Is it acceptable for UNDP to add "c. Expertise 3".</p> <p>Further, what is the definition of Home Office, Field Offices and Overseas.</p>	<p>Bidders are allowed to add additional line for expert 3 and other related cost.</p> <p>Services from Home office: refer to service performed by bidder from their office.</p> <p>Services from Field Office: refer to service performed by bidder in the field required in the ToR. (eg. In country mission)</p> <p>Services from Overseas: refer to services perform by bidder in other countries beside their home country and Cambodia.</p> <p>Considering it is a standard form, the bidder can keep it blank for any lines that consider as "Not Applicable".</p>
Requirement for International UAV and SAR expert	One of the conditions for the expert is "At least 5 years of experience in the field of procurement. Would you please elaborate why the experience in Procurement is required?	Field of procurement means experience related to UAV and active sensors, Masters and research count as experience.
Financial Proposal	In a format given in RFP, there is an item titled Reproduction. Would you please elaborate on the meaning of this word? Does this mean cost for printing and binding of reports?	<p>The format is a standard form to cover all possible sort of costs. Reproduction is related to edition and printing reports. However, this is not an activity specify in the TOR.</p> <p>Considering it is a standard form, the bidder can keep it blank for any lines that consider as "Not Applicable".</p>