

## Vakhtang Kontselidze

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**From:** Vakhtang Kontselidze  
**Sent:** Friday, July 5, 2019 6:30 PM  
**To:** 'Victoria Petrosyan'  
**Cc:** Ivane Shamugia; Merab Svanidze  
**Subject:** RE: RFP Mt. Mtirala

Dear Victoria,

As promised, please see the responses to your questions:

1. According to annex 2, chapter A, paragraph b) "Track record indicating the list of clients, contract scope, contract duration, contract value, references; at least 4 years of experience in the field of eco-tourism development or related field" is needed.

Do we understand correctly that above mentioned list of projects is the required proof of experience? Is it acceptable to include projects where the natural areas development strategy is only a part of a comprehensive master plan?

**You understanding it correct, information regarding past similar projects as those required by the RFP is a minimum requirement. It is acceptable to include projects where the natural area development is an integral part of the overall strategy or a master plan.**

2. According to the same annex and chapter, paragraph f) "Quality assurance Procedure" is needed. Could you please list the certificates that match your requirements on that matter and by whom they should be issued?

**Certificates demonstrating that the organization adheres to the international standards of quality management and control are not obligatory. The bidder must provide descriptive information on the quality assurance structure and procedure which is followed within the organization to ensure that the client will receive a consistent product or service under this RfP.**

3. In the same annex, chapter 'C. Qualifications of key personnel', required years of experience are indicated. Are any additional documents required as the proof of experience?

**Please provide detailed CVs allowing the evaluation panel to reliably quantify and justify the required qualifications.**

4. According to Annex 3, paragraph 5 'Sub-contracting', a written approval for all sub-contractors is needed. Is it required to specify all the sub-contractors in the tender proposal? Would it be enough to indicate that a certain scope of work or a team member is supposed to perform as our sub-contractor?  
If no, would it be enough to indicate a sub-contracting firm or certain team members and their CVs are required?

**Please follow the instruction given in Annex 2, h) in case of forming an association, consortium or a joint venture for the proposal.**

5. Questions concerning annex 4, chapter 2 'Scope of work':

a. it is stated that the plan should refer to the Law of Georgia on Protected Areas and other secondary legislation, government policies and action plans.

Would the client provide English versions of all the necessary laws, policies and action plans?

**Most of the information is available in English language as well, UNDP Georgia are not providing them to the potential bidders. Potential bidder should consider all translation cost related to the assignment in financial proposals.**

b. Scoping phase requires organizing workshops with stakeholders. Are the key stakeholders defined by the Client or by the Consultant?

**The key Stakeholders are outlined, but final list of the stakeholders will be defined based of discussion with the contractor.**

c. Is the basic architectural design and BoQ, described in paragraph 14, considered as Concept Design or Detailed Design phase? Is the architectural design required for all the proposed infrastructure objects?

**Yes, it is consider as a Concept Design but on a comprehensive manner. The architectural design required for all the proposed and accepted infrastructure objects**

6. Questions concerning annex 4 Section C 'Guidelines for Marking Tourist Routes':

a. In paragraph 4 the following information is required: General geographic basis, Tourist sites.

Do the authorities provide up-to-date CAD / GIS data for existing natural and artificial entities listed in the paragraph (relief, hydrological network, architectural and archaeological monuments etc?)

**Yes, General GIS data will be provided**

We are at your disposal, should you need any other clarifications.

With Best regards,

Vakhtang Kontselidze

**From:** Victoria Petrosyan [mailto:vpetrosyan@strelka-kb.com]

**Sent:** Wednesday, July 3, 2019 9:11 PM

**To:** Vakhtang Kontselidze

**Subject:** RFP Mt. Mtirala

Dear Vakhtang,

I am addressing to you concerning the Request For Proposal on Improving Rural Development in Georgia project.

Our company finds this tender very interesting to participate. Thus, we would highly appreciate if you could clarify the following questions on the procedure and the scope of work:

1. According to annex 2, chapter A, paragraph b) **"Track record indicating the list of clients, contract scope, contract duration, contract value, references; at least 4 years of experience in the field of eco-tourism development or related field"** is needed.

Do we understand correctly that above mentioned list of projects is the required proof of experience? Is it acceptable to include projects where the natural areas development strategy is only a part of a comprehensive master plan?

2. According to the same annex and chapter, paragraph f) “**Quality assurance Procedure**” is needed.

Could you please list the certificates that match your requirements on that matter and by whom they should be issued?

3. In the same annex, chapter ‘C. Qualifications of key personnel’, required years of experience are indicated.

Are any additional documents required as the proof of experience?

4. According to Annex 3, paragraph 5 ‘Sub-contracting’, a written approval for all sub-contractors is needed.

Is it required to specify all the sub-contractors in the tender proposal? Would it be enough to indicate that a certain scope of work or a team member is supposed to perform as our sub-contractor?

If no, would it be enough to indicate a sub-contracting firm or certain team members and their CVs are required?

5. Questions concerning annex 4, chapter 2 ‘Scope of work’:

a. It is stated that the plan should refer to the Law of Georgia on Protected Areas and other secondary legislation, government policies and action plans.

Would the client provide English versions of all the necessary laws, policies and action plans?

b. Scoping phase requires organizing workshops with stakeholders. Are the key stakeholders defined by the Client or by the Consultant?

c. Is the basic architectural design and BoQ, described in paragraph 14, considered as Concept Design or Detailed Design phase? Is the architectural design required for all the proposed infrastructure objects?

6. Questions concerning annex 4 Section B ‘Proposed structure of the document’:

a. In paragraph f) ‘Tourist infrastructure’ “Electricity, underground communications and other utility networks” are pointed.

What kind of design solutions are required on that matter? Is it needed to calculate all the capacities of engineering facilities?

7. Questions concerning annex 4 Section C ‘Guidelines for Marking Tourist Routes’:

a. In paragraph 4 the following information is required: General geographic basis, Tourist sites.

Do the authorities provide up-to-date CAD / GIS data for existing natural and artificial entities listed in the paragraph (relief, hydrological network, architectural and archaeological monuments etc?)

Considering the tender procedure schedule, we would appreciate your swift answers to the questions 1-4. Although the

questions 5-7 are important for us to evaluate our capability to participate in this exciting tender, we understand that this information might take longer time to answer.

Thank you in advance!

Best regards,

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S T R E L K A   К Б   К В

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