

## Queries and Responses

### RFP for Community Perception Surveys (ref# UNDP/RFP/07/2019)

1. Since the project is designed to carry on survey in round basis, would it be possible to use the same survey team for each successive round?

**UNDP Response: Yes, the company can use the same survey team.**

2. If yes, could it be given the names and CVS of the 'required' number of Project Manager and Survey Coordinator (PM & SC) including Trained Enumerators insted of 10 Nos of PM & SC as well as 100 Nos of TEs strictly.

**UNDP Response: Yes. The number was allocated in worst case of disaster. But you can use the same survey team. It would be helpful for us to understand how many trained enumerators can you deploy in one round of survey i.e the capacity of your organization.**

3. With reference to the costing format shared in the RFP document, the "Rate per household data in NRs" is to be shared for certain districts (for every ecological region in a province). However, the costs would vary with reference to the districts and the urban/rural samples within the, (for e.g the costs of conducting interviews in Kathmandu would considerably differ the conducting interviews in Sindhuli though both are located in the hills of Province 3; Similarly the costs of conducting interviews within a rural municipality and a metropolitan city within the same district may also differ). In view of this, do we average out the costs while providing the interview rate per households for various locations within the strata. Please confirm.

**UNDP Response: You do not need to average out. We understand the cost of different district is different because of number of reasons. That is why the ecological break down is given for your convenience. Give us the per unit household interview cost per district. It does not matter if it differs from one district to other.**

4. Regarding the qualitative component, could you share with us the estimated number of FGDs that need to be conducted (prior to as well as during the perception surveys)? Also is there a separate format where we can share the estimated costs for the qualitative exercise? (because the cost breakdown format only asks for the rate per household data.)

**UNDP Response: We will be doing at least two FGDs from a district during the perception survey. And 4 FGDs prior to the survey. There are no format as such from our end. You can send us the cost breakdown in your official format**

5. How many rounds of the survey does UNDP plan to conduct? And specifically, what will be the number of surveys that will be conducted in the earthquake-prone areas and the flood/ landslide-prone areas? This information is crucial for preparing the work plan and the timeline.

**UNDP Response: This year we will be doing one round of survey in earthquake prone as well as flood affected areas. The rounds of survey depends on if there is any natural disaster next year. For example, if there is flood/landslide next year we will be doing at least two rounds of survey in the affected areas next year.**

6. For which stages of the sampling will the survey implementing partner be responsible for? It is mentioned in the TOR that UNDP will finalize the municipalities. Should the implementing partner be responsible for the subsequent stages of sampling after the municipalities are finalized?

**UNDP Response: The RC office will do the sampling of the district/Municipalities and Ward. The sample size along with percentage of male/female, caste/ethnicity will be provided to the organization.**

7. With regards to the preparing of the financial proposal, should we elaborate the detailed break-down of the cost/budget or just mention the per-unit cost of the interview in the specified areas.

**UNDP Response: You can mention per unit cost of interview**

8. How many FGDs does the firm need to conduct in total?

**UNDP Response: From each district two FGDs need to be conducted.**

9. What will be the method of the payment? Aren't there the provisions of payments on installments basis?

**UNDP Response: The payments are done based on the deliverables**