

**AMENDMENT NUMBER ONE
FOR PROCUREMENT NOTICE RFP IRQ10 – 296/19**

**Provision of capture and production of the “ICRRP and SSR Basra
Project Videos” for UNDP Iraq.**

Date: 5th of November 2019

This letter issued to provide clarifications for the received inquiries for this RFQ and as explained below:

Question 1

Is this project open to foreign based producers?

Answer 1

Yes, the procurement case is an open international bidding process, where all bidders can apply.

Question 2

Looking at the ToR, we read:

Quote: “100 youth will be placed in sustainable jobs and 300 individuals will receive asset recovery grants to establish or re-establish small businesses” end of Quote.

Can you provide some samples of job types and small business initiatives?

Answer 2

Job placement will be determined through skills match. However, it’s likely to be traditional revenue streams i.e. food manufacture/production, services industry i.e. hospitality and trades i.e. mechanics, construction, etc. Small Business grants will likely be a mixture of traditional revenue streams including: supermarkets, small repair shops and other retail, agriculture and farming, etc. and a select number of innovative businesses which might be more technical related.

Note – the selection of beneficiaries is completed, however the work stream/sectors won’t be fully determined until pre-training is completed.

Question 3

The ToR mentions two missions (without unspecified length); can you let us know your thoughts behind this? And what your envisaged length is?

Answer 3

Missions will depend on the offeror staff capacity to complete the interviews and to complete the video shootings. However, the mission length will likely be between 3-4 days,

but exact locations of beneficiaries will not be clear until the grants are disbursed, and job placement is completed. The geographic locations are Basra City and Qurna (2.5 hours' drive), So each mission will be no less than 3 days to include travel to Basra and travel in-between locations.

Question 4

In terms of deliverables you are looking at 2 'documentary style videos (4-5 minutes)' per project and 2 social media edits. We envisage that the social media edits are cut downs of the documentary style videos?

Answer 4

The above is correct.

Question 5

Can you let us know why you are looking for two documentary videos per project? What type of angle do you envisage to choose with each of them?

Answer 5

The scope for each project – ICRRP and SSR, are quite different. ICRRP focuses on Livelihoods through small business grants and job placement, whilst SSR focuses on reintegrating former fighters (using training and job placement combined with support services). We also have two geographic locations and envisage that one film will not be enough to encompass the entirety of the project scope.

Question 6

Will all interviewees speak Arabic?

Answer 6

Subtitle will be needed. Filming will be in Arabic, with subtitles needed in English and Kurdish (UNDP Iraq uses three languages). We don't envisage using voice over at this stage.

Question 7

In regard to 'Travel & Accommodation', we read 'UNDP Iraq will cover all associated costs for their travel and accommodation, in addition to the accepted day rate. This should be included within the quotation.' We can easily calculate flight expenses, but it might be smart to get your view on travel, accommodation (and local logistics). When working with UNDP (or any other UN agency), usually we work with someone from the communication team with a UN car - this person often knows locations and where to go. As for accommodation, we can include a DSA rate, or let UNDP decide on a location (to make things as cost-efficient as possible). Hope to get your thoughts on this!

Answer 7

The daily living allowance, and all associated costs/reimbursements must be included in the offer in detail (please provide a detailed breakdown of all costs) not as a lump sum.

UNDP Iraq is not in a position to guide or advice on the living costs or any related travel costs, the offerors shall propose the prices based on their best knowledge.

UNDP will not provide any administrative, logistical or security support for this assignment.

UNDP communication team will supervise the implementation of this project/activities and provide UNDP point of view on how to make/shoot the video according to the requesting unit requirements.

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A handwritten signature in blue ink, appearing to read 'Head Franceschetti', is centered on the page.

Head of Service Center - Operations Manager
UNDP IRAQ