

Date: 14<sup>th</sup> January, 2020

**PRE- PROPOSAL MEETING**

**1. ITB UNDP/NGA/2020/004: SUPPORT TO SUSTAINABLE WASTE MANAGEMENT AND ENVIRONMENTAL PROTECTION (CASH FOR WORK) IN BIU, BORNO STATE.**

**VENUE:**

1. Abuja – UNDP, UN House, 617/618 Diplomatic Drive, Central Business District, Abuja
2. Maiduguri – UNDP Sub-Office, 6 Magaram Road, Old GRA, Maiduguri, Borno State

Both Venues were linked through skype:

The Pre-proposal meeting was organized by UNDP for both ITBs on the same date as provided for in the solicitation document, with the following members representing UNDP Nigeria:

1. Michael Owoicho, Procurement Engineer, UNDP - Country Office.
2. Lilian Dawha, Area Coordinator
3. Dibal Ibrahim, Field Coordinator
4. Lancelot Ayo Lake, Programme Manager

Representatives from 2 firms participated in the pre-bid meeting at Maiduguri office and 3 firms attended through the head Office in Abuja.

During the Pre-bid meeting the following major Questions were raised by bidders and clarification provided by UNDP as shown below.

**IMPORTANT INFORMATION SHARED BY UNDP TO VENDORS**

1. Vendors are expected to propose different staff for each lots.

**During the pre-bid meeting the following major Questions were raised by bidders and clarification provided by UNDP as shown below.**

**Question 1:** Kindly clarify the duration for the project.

Answer: The project is divided into 3 Lots, the duration for each lot is 4 months and shall run concurrently.

**Questions 2:** Is the midline evaluation necessary considering it's a 4 months project?

Answer: Yes, the project is to have 3 evaluations i.e baseline, midline and endline evaluation presented in the Terms of Reference which is important to measure the changes in the environment since the commencement of the project.

  
**UNDP Representative – Michael Owoicho**  
Procurement Engineer  
UNDP Nigeria