

Clarification questions and response (2)

Question: Form D Qualification Form (page 31) - it asks for historical performance experience. Does this mean historical performance as a commercial contract holder? Or does previous experience with grant (not commercial) contracts also count here?

Answer: Grant or other Project Implementing agreements are also considered as Historical performance experiences and you can put them.

Question : Also below it asks for 'Previous Experience' information, and it states "List only those assignments for which the Bidder was legally contracted or sub-contracted by the Client **as a company...**"

Answer: Any registered organizations or legal entities (those meeting minimum Eligibility and Qualification Criteria) are considered as eligible for this RFP. It could be any of INGO/Firm/Institution/private and public Organization etc.

Question : As we are not a company, but an INGO. So does our previous project experience an INGO count here, if it was not a commercial contract?

Answer: INGOs (those meeting minimum Eligibility and Qualification Criteria) are encouraged to apply for this RFP.

Question: I cannot see the value of the opportunity within the documents – the UNDP website states that “Request for Proposal (RFP)”, **Could you confirm the approximate value?**

Answer: Since it is an RFP for LTA, we do not disclose budget. The following clause is UNDP’s definition of LTA for your information;

“A “long term agreement” is a written agreement between UNDP and a supplier that is established for specific goods or services at prescribed prices or pricing provisions for a defined period of time, year, against which specific Orders (call-offs) can be placed at any time, during the defined period and with no legal obligation to order any minimum or maximum quantity. The term “long-term” refers to the nature of the contract which typically has a minimum duration of one (1) year, during which UNDP may place repetitive orders for varying ranges and quantities.”

Question: Contract type is not clear – the Procurement Notice states “UNDP General Terms and Conditions for Professional Services” but we can’t see this contract type under the How-we-buy link only UNDP General Terms and Conditions for Contracts (Goods and Services)

[https://www.undp.org/content/dam/undp/library/corporate/Procurement/english/3.%20UNDP%20GTCs%20for%20Contracts%20\(Goods%20and-or%20Services\)%20-%20Sept%202017.pdf](https://www.undp.org/content/dam/undp/library/corporate/Procurement/english/3.%20UNDP%20GTCs%20for%20Contracts%20(Goods%20and-or%20Services)%20-%20Sept%202017.pdf) **Can the contract type be confirmed?**

Selected Organization will be Contracted with “Contract Face Sheet” of LTA. *Sample sample “Contract Face Sheet” is uploaded in procurement notice website for your information.*

Question: The procurement notice does not state if they are after a Fixed Price or a Cost Reimbursement. **Can Fixed Price or Cost Reimbursement be confirmed?**

Answer: *This LTA will be based on fixed price.*

Question: In Section 2, Page 16, 42. Bank Guarantee for Advanced Payment it says advance payment may be possible (20%) with Bank Guarantee, but Section 3, Page 17, BDS No. 41 states that advance payment is 'not allowed.' **Can you please confirm which is correct?**

Answer: Please kindly see bid bulletin 2. Now advance payment up to 20% of total contract value is allowed within the condition of “Section 2, Page 16, 42. Bank Guarantee for Advanced Payment”

Question: During Pre-proposal meeting, it was mentioned that UNDP had established its own criteria for beneficiary selection. Would it be possible to share this? Relatedly, I am somewhat confused regarding the status of beneficiary selection – has this already been done by UNDP for each respective community (as seemed suggested in the meeting) or rather will this be done by the contracting partner using criteria aligned with that established by UNDP (as indicated in the RFP)?

Answer: Beneficiary selection will be done together with UNDP based on agreed criteria. The selected organization/Firms will assist in verifying and finalizing the list. The criteria cannot be shared at this point in time.

Question: With regards to infrastructure construction, have the infrastructural needs of each target community already been assessed/identified by UNDP? While I am under the impression that infrastructural needs will be identified jointly with communities, the reference I see to it in the financial proposal template only identifies the construction of waste storage/concrete pits.

Answer: The financial proposal template has been revised to include the infrastructure related QIPs. Please kindly share the attached financial proposal template with potential bidders.

Question: Based on timing it is likely that infrastructure development will not take place during the initial 6 month contract due to monsoon season. However, infrastructure development activities should still be included in the technical proposal despite this?

Answer: Yes, it should be included in the proposal irrespective of whether it will be carried out in the initial period of the contract.

Question: We would like to show this new organizational structure to UNDP in our bid, however we do not yet have the CVs for each of these roles at present. Can you please let us know if each CV needs to be the role of the exact person in that post, or similar level staff?

Answer: CV is needed for each role as required per RFP, however you can submit either exact role or similar level of staff CV.