

Minutes of Pre-Proposal Meeting (02-Mar-2020) 11:00 AM

UNDP-RFP-2020-085- Engagement of Organization/Firm to Develop Value Chain Strategies and Matching Grants Support for the Development of Value Chains in Newly Merged Districts

Question 1: What is level of details that proposer need to go into while working in each category. For example, agriculture sector has many sub-categories.

Answer: Sector is a very broad term and working on developing one sector would require lot of resources and time. It is expected that the contractor would identify one or more value chains within one sector by considering the budget and time constraints. For example, Agribusiness sector includes, horticulture, livestock, meat, dairy etc. and have different value chains under each sub sectors. Similarly, Services sector includes, health, education, tourism, IT services & general. The contractor is expected to identify one or 2 sub sectors under the main sectors and design interventions for improving at least one value chain such as creating market linkage for increase sales, upgrading processing unit to improve productivity, modernization of IT system for work efficiency etc.

Question 2: Name of 4 Sectors are given in RFP, what will be the 5th Sector?

Answer: The fifth sector can be identified by the contractor itself. This sector should be present in NMDs and have potential to create jobs and economic activity in the targeted districts of the region. A brief justification with numbers needs to be provided by the contractor for the 5th sector.

Question 3: Is there any flexibility that surrounding areas can also covered under each target district?

Answer: Yes, contractor may identify SMEs in the surrounding areas of North Waziristan, South Waziristan and Khyber districts. The businesses / enterprises selected from surrounding areas should at least be contributing directly or indirectly with these three districts such as buying and selling of goods / raw materials, hiring of human resources and so on. UNDP has the right to disapprove any identified businesses if it fails to meet the selection criteria.

Question 4: What would be the process of identifying the potential enterprises. Should 40 Enterprises be unique or can be selected for two interventions?

Answer: Ideally, 40 enterprises should be unique but in case contractor is unable to find 40 different enterprises, then one enterprise may be aided in a maximum of 2 interventions. For example, one enterprise is supported in getting quality certification than the same enterprise may get one additional support, either in systems improvement, market linkage, study tour or matching grants.

Question 5: Who will review the in-kind proposal of the recommended enterprises for grant of USD 20,000.

Answer: Grant proposal will be developed by the beneficiary with the support of the contractor. The final clean proposal will be than reviewed by technical working group formed by UNDP who will accept or reject the grant proposals.

Question 6: What is the procurement process time for UNDP for purchase of Equipment/machinery under matching grants?

Answer: Generally, UNDP takes about approximately two months to procure the machinery. The complete specs of the machinery/equipment will be provided by the contractor. The distribution of the machinery / equipment will also be done by UNDP's vendor through close coordination with the contractor.

Clarification Note 1

If Proposer is an Audit Firm, they need to submit the Legal Registration with their governing entity.

Clarification Note 2

Note: All the bidder should quote the Unit Prices excluding of tax. However please mention separately the percentage of applicable tax in your jurisdictions as under:

Tax Description: ----- Percentage: -----

The revised Proposal Submission Form-G is attached with RFP in E-Tendering System.

Note: UNDP is exempted from taxes and duties and will provide the exemption certificate to contractor upon submission of invoice after completion of services, however in case UNDP is unable to obtain exemption from the Government, UNDP will also make the payment for tax amount.