

**Minutes of Pre-Proposal Meeting (11-Mar-2020) 11:00 AM**  
**UNDP-ITB-2020-089 - Long Term Agreement (LTA) For Services of**  
**Engineering Consultancy Firm**

**Question 1:** Under the Damage Assessment, what will be the source of estimated value for the bidder? Is this already established with UNDP once they allocate the sites for this Service.

**Answer:** A detailed orientation session will be conducted before deploying of teams for assessment in which proposed scope and average scheme cost will be highlighted.

**Question 2:** Can UNDP Provide geographical spread of the sites i.e. Location wise number of Schemes/Schools, health facilities etc.

**Answer:** So far confirm districts are Kurram and Orakzai and priority will be merged districts (erstwhile FATA) and may be any district of KP.

**Question 3:** How the slabs of 2 Million, 3 Million & 5 million are established. What is the rationale of these values?

**Answer:** These slabs are established based on previous experience and average value of schemes under different funding. After the assessment and finalizing the schemes estimated cost the consultant will submit slab wise invoice with all details needed in deliverable.

**Question 4:** What are the Environmental conditions that need to consider by the Service Provider as mentioned on page 26 of ITB

**Answer:** UNDP has prescribed forms for environmental assessment; UNDP team will orient field team on these forms before deploying to field.

**Question 5:** Under Service-II, what will be frequency of Interim Visits?

**Answer:** One visit will be mandatory but on need basis may be more than one.

**Question 6:** Which License of PEC registration required? Standard or any specific.

**Answer:** Standard license for consultancy covering the building codes.

**Question 7:** 4 Sub Engineers are required. Why they all are civil engineers, can bidder propose electrical engineer?

**Answer:** The proposed scope of work can be covered maximum with civil diploma holders.

**Question 8:** What is lead time for completion once PO is issued to LTA holder for different services.

**Answer:** After the handing over of task order to consultant, the firm will submit work plan for the task and UNDP will approve the work plan keeping in view the intensity and nature of the task. For normal task the timeline for completion of deliverable will be three weeks.

**Clarification Note 1**

Under Qualification – Previous Experience, the bidder can provide:

Minimum 3 Contracts/**Purchase Orders** of similar nature, with minimum contract/**PO** value of **PKR 3 Million** Per Contract/**PO** implemented over the last 3 years.