



UNITED NATIONS DEVELOPMENT PROGRAMME

CLARIFICATION #2

REF.: 16859 RSC 2019 – Inputs for the Regional Human Development Report – Survey

DATE: March 19, 2020

The following inquiries have been received in relation to the above-mentioned process:

Question #1: I still cannot fill the slot to be seen in the attached photo.

Answer to question #1: Event R4610-0000005499 in e-Tendering has been set with the quantity amount of 1, referring to one service as a whole. DO NOT DISCLOSE YOUR PRICE IN THE LINE ITEMS. YOU MUST PUT PRICE AS 1 IN THE SYSTEM AND PROVIDE THE FINANCIAL PROPOSAL AS AN ENCRYPTED FILE.

Question #2: Please answer because the instructions are ambiguous:

a. Page 11 says regarding Technical proposal: IT MUST BE COMPLETELY SEPARATE FROM FINANCIAL PROPOSAL.

PLEASE SPECIFY WHERE IS THE FINANCIAL PROPOSAL NEEDS TO BE UPLAODED. NOT CLEAR IN THE INSTRUCTIONS.

IT SAYS "UPLOAD INDIVIDUALLY" AND "CLEARLY LABELLED". THIS MEANS THEY ARE ALL UPLOADED WHERE ALL THE REST OF THE FILES ARE?

Indication of password for technical support is not specified in this page, only in page 18.

b. Page 18 says in "e-Tendering":

"PASSWORD FOR TECHNICAL PROPOSAL MUST NOT BE PROVIDED TO UNDP UNTIL THE DATE AS INDICATED IN N 14" (FOR EMAIL SUBMISSION ONLY) BUT under the title e-Tendering. So, when and how is the password to be provided for the technical?

Answer to question #2:

Any amount of proposal files can be uploaded onto the e-Tendering event, even in zipped files; each loaded file should be clearly labeled. The **technical proposal file** must be uploaded separately from the **financial proposal file**, being this last one the only password protected (encrypted) file required. At the end of the technical evaluation stage, the firms that are suitable for the financial evaluation stage will be asked to provide the password in order for the password protected file to be accessed. The maximum file size per transmission is 50 MB.

End of the clarification