



QUESTIONS AND ANSWERS **RFP/UNDP/DGPRU-SDG/007/2020**

Assignment: Provision of SDG Academy Indonesia Curriculum and Material Development

Closing Date and Time: Please refer to the etendering system with event ID: IDN10 5574

TO ALL INTERESTED BIDDERS

Here below are Questions and Answer raised during :

No.	Introduction & Guidance	
Info	Bidders are encouraged to <u>carefully</u> read the RFP document before preparing the offer.	
1	Q	Is the proposal using English language, Bahasa Indonesia, or allowed to choose between both languages?
	A	Proposal is expected to be submitted in English language. However, formal letter or certificate released by the Government of Indonesia using Bahasa doesn't need to be translated to English
2	Q	To confirm, is the scope of work for this only curriculum and learning materials (content) development? In relation to the learning methods, for example 'using video and/or certain apps' (for SDG Mobile Learning Program), as written in the TOR, will be done by e-learning vendor? Therefore we don't need to consider the production cost into our financial proposal?
	A	It is correct that the scope of work on this process is only developing curriculum and learning materials. Constructing platform and/or digitalizing content will be done by e-learning vendor. Nevertheless, the learning / delivery method of each content need to be clearly defined and well written for the instructors and e-learning developer to work on. The chosen higher education institution and e-learning vendor will work together under coordination of SDG Academy Indonesia team to ensure the final results are satisfying
3	Q	Team members are required to attach 3 references. Are those references have to be related with the jobdesc of curriculum development, or could be related to any consulting works?

	A	References related to any consulting works, other education works, training/learning and human capital development, research, or any other things related to SDG will not be an issue
4	Q	Considering there might be changing / substitution of team member, is it mandatory to submit a signed commitment paper from each team member? At the TOR template, “ <i>written confirmation from each personnel that they are available for the entire duration of the contract</i> ” is stated, while at the Technical Proposal part wasn’t written any.
	A	“ <i>Written confirmation from each personnel that they are available for the entire duration of the contract</i> ” basically can be part of each CV of the team member, as the CV also needs to be signed by the team members themselves
5	Q	Knowing that this submission deadline is being extended, will there be extension / adjustment for project timeline? This information is needed for us to propose the timeline.
	A	Final project timeline will be agreed during the project contract signing. However, the duration of the project possibly will be the same

Jakarta, 1st April 2020