

Event ID: BBRFP99794– Gender-based Climate Resilience Baseline Analysis

Clarifications

30 April 2020

| No. | Question | Response |
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| 1. | Could you let me know if this RFP is to replace all of the individual consultancies for the same work posted on the UNDP jobs site with an April 10th deadline? | This a unique procurement and is not replacing any other procurement cases. |
| 2. | Is it that only a desk review, interviews and validation exercise is expected rather than an actual field exercise (e.g. mapping, risk ranking, scenario analysis) for the vulnerability assessment? | Based on the ToR the methodology for this procurement should involve desk review, stakeholder engagement and Gender Responsive Climate Change Vulnerability and Capacity Assessment (VCA) and Recommendations. Based on the recommendations for additional data collection and stakeholder inclusion from the desk review, qualitative and quantitative data collection processes and tools and a stakeholder engagement plan which identifies stakeholders to participate in data collection should be developed. |
| 3. | Is it expected that work would commence in June 2020, despite covid-19 restrictions? Any work entailing travel and community/stakeholder consultations seems unlikely to be implemented until September at earliest. | As stated in the ToR, it is noted that the <u>preferred and most appropriate approach</u> based on the scope of works would involve physical stakeholder participation. This testifies to the criticality of stakeholder participation and other physical interaction in the successful execution of this work. Recognising that the threat of the spread of COVID-19 throughout the Caribbean is redefining the way business is conducted, it for this reason that <u>alternative</u> methods and innovative approaches to conduct <u>some</u> aspects of the scope of works should be identified and listed as an essential component of the proposed methodology. It would be possible to commence work related to this procurement which could be supported remotely and then when it is possible the other work entailing travel could commence. However, risk mitigation measures related to COVID-19 and alternative methods should be proposed as the implications of COVID-19 in the near future remains uncertain. |
| 4. | Would you consider an extension to the proposed 4-month project schedule? | 4 months is ideally the preferred length of time however an extension is possible depending of |

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| | Due to the current Covid-19 pandemic, we have experienced longer than usual initial data collection phases in our other projects and considering the proposed June 22, 2020 proposed project start date, we don't expect much will be different by June-July 2020. | the risk emerge. Project delay can be identified as a possible risk and mitigation measures to address that risk can be highlighted. |
| 5. | Section 4 – Evaluation Criteria of the RFP states a min. 8 years of relevant experience is required, in yet Form D – Previous Relevant Experience, states that we can only illustrate previous similar assignments successfully completed in the last 3 years. Therefore, how are we to demonstrate 8 years of experience? | The 8 years of experience is specific to the Gender-Equality Specialist and the Climate Change Specialist. The 8 years experience for each specialist can be presented by providing a copy of the CVs for the respective members of the team. The 3 years experience is specifically related to the company having undertaken similar projects at the specified scale with similar activities. |
| 6. | Under Section II of the RFP, it states that “The preferred and most appropriate approach based on the sGendcope of works would involve physical stakeholder participation.” However, with the proposed aggressive schedule of only 4-months combined with the fact that this project is spread over 9 countries, we question if on-site stakeholder workshops is practical. Then when you factor the sensitivity of hosting a stakeholder workshop in the midst of encouragements to social distance during this pandemic, we question if hosting teleconference meetings for each country would make more sense. | Ideally, stakeholder participation and other physical interaction is critical in the successful execution of this work. Recognising that the threat of the spread of COVID-19 throughout the Caribbean is redefining the way business is conducted, it for this reason that alternative methods and innovative approaches to conduct some aspects of the scope of works should be identified and listed as an essential component of the proposed methodology (e.g as mentioned teleconference meetings). It would be possible to commence work related to this procurement which could be supported remotely and then when it is possible the other work entailing travel could commence. However, risk mitigation measures related to COVID-19 and alternative methods should be proposed as the implications of COVID-19 in the near future remains uncertain. |
| 7. | Please confirm if the bid submission is expected to be submitted by courier on May 8, 2020 at the same time as the electronic submission? Or can it be submitted after? | All submissions are to be made through the E-Tendering portal. No Submissions will be accepted by courier. E-tendering instructions are available on the various notice sites |