Notice to Bidders/Tenderers

Tender Notice 1

Bidders are kindly requested to note that the following clarification questions and response were provided:

Question 1

What is the closing date for this Request for Proposal?

Response:

Closing date is mentioned on the e-tendering platform, which is 14th May, 2020 (EST/EDT). Closing date also can be found on the UNDP Papua New Guinea Procurement website link below.

https://www.pg.undp.org/content/papua_new_guinea/en/home/procurement.html

Question 2

I am seeking assistance and guidance on how I can create a e-tendering profile and pursue this Request for Proposal application submission?

Response:

Request for Proposal reflects all information on how to register and submit bid using e-tendering. Refer RFP document, Section 3 bid data sheet (BDS No.15), page 18.

Question 3

Minimum criteria vs points-based system: Point 9, page 31 says “A minimum level of expertise and qualifications of the consulting firm should be as follows” whereas in the scoring criteria on page 23 to page 25 points are assigned to various levels and types of expertise. Is the point 9 on page 31 a minimum criterion for consideration or will that depend on points scored in the overall technical proposal?

Response:

Overall technical proposal will be evaluated based on the evaluation criteria on the Request for Proposal. Minimum technical score required to pass is 70%. Refer BDS No. 17 for more detailed information.

Question 4:

Clarification on national level finance options to be demonstrated: Page 32 point 9d - “Finally, the experts should be able to demonstrate at least five different national level finance options that they have developed.” Is this five collectively as a team or for an individual expert? And can they be across different sectors or within environmental topics specifically?

Response:

Biodiversity Finance expert team should have at least five national level finance solutions linked to biodiversity financing. The experts should have been leading and implemented these options, not just involved in the development.
Question 5:

**Potential to change the order of the tasks/deliverables:** Is there scope to change the order of the “main tasks of the assignment” as mentioned on page 28 and 29 in the workplan that we propose? For example, task 6 may come before or along with tasks 2 and 3. Or should we just mention that in the section “comments on the ToR”

**Response:**
This can be proposed by the bidder and then discussed and agreed in the inception workshop with the selected bidder. Once this is agreed the inception report would become the adjusted workplan.

Question 6:

**Project experience for past 3 years vs demonstration of experience for 10/15 years:** For experience, the consultant has to demonstrate 10 to 15 years of experience, but Form D asks for project experiences completed in the last 3 years only. What would be the best way to demonstrate experience from before 3 years in this case? Should we include this in Section #1 on bidder’s qualification, capacity, and expertise in Form E?

**Response:**
Form D is requesting bidding firm to share their previous or past experience in the 3 years. It is strongly recommended to following the template guidance’s or instructions. Bidders can provide additional information under relevant forms if applicable or alternation provide it as an annexure.

Question 7:

**Indicative budget ballpark:** While we understand that this is a competitive process, would it be possible to share an indicative budget envelope for this project? Or if you could share how large other contracts of similar nature/scope have been?

**Response:**
This is a competitive process and budget cannot be disclosed.