

Clarifications (updated 2020.05.12)

#	Questions	Clarifications
1	Is this bid open for bidders outside Sweden?	Yes, the bid is open for international bidders but you need to have full professional proficiency of Swedish to be eligible for the LTA.
2	Regarding publicity, using UN as a client reference. The 'Contracts' document states the following concerning publicity from the project. <i>(17. PUBLICITY, AND USE OF THE NAME, EMBLEM OR OFFICIAL SEAL OF UNDP OR THE UNITED NATIONS: The Contractor shall not advertise or otherwise make public for purposes of commercial advantage or goodwill that it has a contractual relationship with UNDP, nor shall the Contractor, in any manner whatsoever use the name, emblem or official seal of UNDP or the United Nations, or any abbreviation of the name of UNDP or the United Nations in connection with its business or otherwise without the written permission of UNDP.)</i> The question is under what conditions "written permission" normally is given for the contractor to use its' relationship as a service provider to the UNDP to gain commercial advantages? Is it ever granted, and what are usual/probable limitations?	It is difficult to give one clear answer, written permissions are always issued on a case-by-case basis. Referring to UNDP as a client on a webpage or similar is often permitted. However, when it comes to further marketing initiatives or external campaigns, permission will depend on context and will need to be preceded by a discussion between the contractor and UNDP.
3	Are there any specific technical specifications? In the ITB document it is stated that such specifications are included in Section 5 (page 21-22), but those pages don't include any real technical specifications apart from a reference to the 3 sample projects.	The listed projects are sample projects without technical requirements. It is stated in the specifications of the sample projects that they should be similar to the existing referral projects on the website. We have done it this way to leave it up to you to decide what is required to develop a tool similar to the referral projects.
4	Will written answers also be sent out, or will the answers only be shared verbally at the pre-bid conference?	Yes. Written clarifications (i.e. this document) will be published on eTendering and United Nations Global Marketplace in two rounds. First with questions received on or before 11 May and second with questions received on or before 18 May.
5	In the bidding form and check list documents, there are requirements to fill out the financial standing of the company – would it be possible to get the financial terms mentioned there translated to Swedish?	Yes. Please find the translation of the financial terms used in Form D: Eligibility and Qualification Form. Total Assets (TA) / Summa tillgångar Total Liabilities (TL) / Summa eget kapital och skulder Current Assets (CA) / Omsättningstillgångar Current Liabilities (CL) / Kortfristiga skulder Total / Gross Revenue (TR) / Bruttointäkter Profits Before Taxes (PBT) / Nettointäkter Net Profit / Vinst efter skatt Current Ratio / Kassalikviditet
6	About being fluent in Swedish, we are an international team, is it a requirement that the whole team speaks Swedish?	It is not a requirement that the whole team has full professional proficiency in Swedish. However, the person(s) responsible for the implementation of the web developmen and graphic design services need to have full professional proficiency in Swedish. The webpage globalamalen.se is in Swedish, and therefore significant parts of implementing both the graphic design and web development of the webpage requires fluency in Swedish.
7	Regarding section 5 in the sample projects there is a timeline, is this a suggestion or is this a set timeline?	This is a point of reference for you to get an estimate of how long it took for us to develop the existing referral projects. It is not a set timeline as we recognize at this depends on the contractors professional experience and capabilities.
8	Regarding section 5, the time estimate. What starting point do we need to assess the 300 hours beginning? From the starting point or from the technical web development?	It is from the first contact with the web development agency, including discussions and iterations of the functionality and design of the product. All substantive content is supplied by UNDP.
9	Should we view this as a collaboration between the digital agency and UNDP in terms of creativity and ideas for the web development?	The contract is for web development and graphic design services. We have been receiving creative ideas from our past web developer which has been greatly appreciated. However, it is not a requirement.
10	Can we access the eTendering platform with different users from the same company?	We suggest you create one login to the eTendering platform for your company and then share the login details between the persons who are responsible for the bid.
11	Approximately how many hours were spent on web development and graphic design of globalamalen.se in 2019?	400 hours