

**Minutes of the Online Pre-bid Meeting held on 13 May 2020 regarding the RFQ
For
Procurement of Vest for CRF beneficiaries of LoGIC Project
Reference: RFQ-BD-2020-004**

Members attended the meeting:

Name	Designation
Asma Nargis Sultana	Programme Support Officer- UNDP Bangladesh
Md. Enamul Haque	Operations Manager, LoGIC
Md. Zahirul Islam	Knowledge Management and Communication Officer
Bidders	As per attached Zoom screen shot.

With reference to the subject RFQ issued on 07 May 2020, please find below the queries raised by Invitees and answers thereto from UNDP Bangladesh:

S/L	Queries	UNDP Response
1.	Is any overseas supplier eligible for this tender? For this to happen, can the delivery time for Sample submission and final product be extended?	Anyone can participate in this tender. But the delivery of the products will be the same for all participants and will be according to the award of the contract.
2.	What would be the size of the pockets and will there be gazette in the pocket?	Size of the pockets will be 5.5" X 6" X 1" (gusset) according to the specification (given below) and design (6 x 5.5) inches.
3	What will be the color of the vest and the piping border?	Vest: Green Piping: Bottle green with 160 GSM cotton Bottle Green Color
4	What would be the quality of the fabric for the vest?	Cotton, 160 gsm Twill as specified in the specification (given below)
5.	What would be the color of the zipper runner	According to the specification (bottle green): 8 Number Bottle Green Color good quality Zipper, 8 Number Black Color good quality Metal Runner
6.	Can the delivery time be extended to 45 days in lieu of 30 days after receiving PO (Ref: page- under Latest Expected Delivery Date and Time)?	LoGIC project agreed the proposal of the bidders. The delivery lead time will be 45 days after receiving the PO.
	What will be the delivery mode?	It is the responsibility of supplier to arrange and ensure safe delivery to locations mentioned in RFQ. It can be transport or courier
7.	Who will provide the Sample of the design and the branding images and logos?	LoGIC project will provide all images, logos, and texts among the 3 shortlisted bidders after the evaluation is completed.
8.	Will the sample submission have to be made before Eid or can be extended after Eid?	This will be done once the evaluation is completed and the shortlisted three bidders are finalized. Yes, considering the current situation and COVID19 Pandemic, UNDP will consider time that suits the situation.
9.	Can you share the ceiling of the budget for this work?	This cannot be disclosed.

Specification:

Size	: 28" X 21"
Fabrics	: 160 GSM Thick cotton (Twill)
Cloth Color	: Green
Pocket	: 2
Pocket Size	: 5.5" X 6" X 1" (gusset)
Piping	: 160 GSM cotton Bottle Green Color
Zipper	: 8 Number Bottle Green Color good quality Zipper
Runner	: 8 Number Black Color good quality Metal Runner
Print	: Screen print, 12 color
Packaging	: Single poly, 50 pcs / cartoon
Quantity	: 17300 pcs
Lead time	: 45 days from final approval

Note: Above Clarifications in response to queries raised during the pre-bid meeting and amendments shall be an integral part of the RFP document and supersede the all provisions as applicable.