

United Nations Development Programme

Programme of Assistance to the Palestinian People

برنامج الأمم المتحدة الإنمائي / برنامج مساعدة الشعب الفلسطيني



PQ NO./EVENT ID: PAL10-0000006119

INFORMATION MEETING MINUTES & CLARIFICATION NO. 1 OF SOLICITATION DOCUMENTS

[10 June 2020]

Subject: Invitation to Pre-Qualification for the Provision of Services & Expertise for the Implementation of PICDEC Operations at Jericho Ago-Industrial Park (JAIP)

Issue Date: 29 May 2020

Original Close Date: 22 June 2020

Extended Close Date: 30 June 2020

This correspondence pertaining to the above-mentioned project should be considered as Addendum No. 1 to the Invitation to Pre-Qualification under subject, which shall be deemed to form and be read as part of the tender.

- I. The UNDP at its own discretion is amending the Invitation to Pre-Qualification (IPQ) document; The IPQ is hereby replaced by a revised version, attached to this addendum. Interested Applicants are therefore required to duly use this revised version of the IPQ. In case any Applicant uses and submits the old version of the BOQ, its Application may be rejected;
- II. Below are the UNDP clarifications and an official reply to all queries raised by participating applicants during and following the information meeting which was held online on 10 June 2020 at 11 a.m. (Jerusalem time).

QUESTION No. 1: Is the sustainability plan need to be part of the proposal or part of the duties after hiring?

REPLY No. 1: The sustainability plan is one of the deliverables and does not have to be part of the proposal.

QUESTION No. 2: Will you facilitate entry visas for international personnel?

REPLY No. 2: Yes, we will do our best to liaise with the Israeli authorities to provide you with the required letter to secure visas, given that the situation is not as clear as now due to COVID but also due to recent development in the Israeli-Palestinian relation.

QUESTION No. 3: The ToR refers that applicants should provide certificates to demonstrate the of the suggested experts in addition to the CVs. Should we submit it at a later stage?

REPLY No. 3: The strength of the proposal is very much reliant on the qualifications of personnel you are proposing in the different categories (the team); it would

United Nations Development Programme

Programme of Assistance to the Palestinian People

برنامج الأمم المتحدة الإنمائي / برنامج مساعدة الشعب الفلسطيني



PQ NO./EVENT ID: PAL10-0000006119

be sufficient for us to see an extended CV or profile of each individual of the team. Certifications can be discussed at a later stage. The CVs is at this stage is sufficient.

QUESTION No. 4: Regarding the references of one previous similar experience, do you need certificates now for eligibility?

REPLY No. 4: Yes, a proof shall be submitted in the form of a contract and/or a certification of completion.

QUESTION No. 5: Should we provide methodology or short approach at this stage?

REPLY No. 5: No.

QUESTION No. 5: Regarding the criteria of one project of similar nature, please explain what you mean by similar nature_ in terms of the services that would be provided by JAIP/PICDEC or the type of phase zero specific kind of services?

REPLY No. 5: Project of similar nature should be understood in broader terms as there are _ based on our knowledge_ not many similar exercises in the Country, where an entity is required to prepare for management of agro-business and/or industrial zone. We will therefore allow the applicants to assess their own projects and assess if one/more in some aspects can be related to the activities within this specific project. What UNDP want to see if the justification of why experience gained through the previous project has relevance for the applicant's management of this one. Moreover, due to the lack of previous similar projects in the Country we will give more attention to the profile of the company/consortium and the suggested management entity. The determination will be made mainly on that level, because local organizations do not have quite close similar experience in the past.

QUESTION No. 6: Regarding the required expertise in the ToR, one of the expertise is Marketing and IT expert; can we submit one CV in Marketing and another in IT? is there an option to have more than one CV for the expertise of different areas?

REPLY No. 6: As long as we get both Marketing and IT expertise the composition of personnel and their individual skills are not set in stone. Hence, we don't worry about having one or two individuals covering that.

Further to add, the evaluation panel will look into the key personnel in aggregate; means we will look into the combination of expertise, skills, number of years to determine whether the provided team collectively meet our minimum requirements. Please see attached the revised version of the IPQ.

United Nations Development Programme

Programme of Assistance to the Palestinian People

برنامج الأمم المتحدة الإنمائي / برنامج مساعدة الشعب الفلسطيني



PQ NO./EVENT ID: PAL10-0000006119

The qualification requirement of the Team Leader is more stringent; we require higher number of years of experience (15 years). Marketing and IT are (10) years and the rest of the team are (5) years. Though we will show flexibility; as it is not the number of years alone, but most importantly the demonstrated skills and experience. Hence we will consider the combination of proven experience, skills and years.

QUESTION No. 7: With regards to the joint venture, consortium or association, do you want financial data for the lead entity or each member of the consortium/joint venture?

REPLY No. 7: The financial data is required from the lead entity/ prime applicant.

QUESTION No. 8: With regards to the (10) years of required experience (eligibility No. 7 page 8 of 26); is it related to the firm? is this for the lead entity or each member of the consortium/joint venture?

REPLY No. 8: Eligibility No. 7 page 8 of 26 of the IPQ document is related to the Applicant, meaning that this requirement is only applicable to the lead entity/ prime Applicant in case the Applicant is a joint venture or consortium.

QUESTION No. 9: If there is change in the legal registration of the entity, means re-established again, will you count previous years?

REPLY No. 9: Yes, we will. We will look into the combination of both experiences and total years (old and newly established entity) given there is a justification why there is halt or change in the business activity.

QUESTION No. 10: Can the local consortium partner be a new company if the director has the requisite experience?

REPLY No. 10: The Prime Applicant shall have min. (10) years of experience. The consortium partner can be a younger firm – hence, less than 10 years of operation.

QUESTION No. 11: Is the role of the service provider basically just to institutionalize the center at this point and any further activities are going to be included in the follow up tender?

REPLY No. 11: Yes and no. The role of the Service Provider is to implement and finalize phase 0, which includes the institutionalization and operationalization of the Center. Though please give attention to the fact that phase 0 also includes the implementation and modeling of the basic services and – if time allows it –

United Nations Development Programme

Programme of Assistance to the Palestinian People

برنامج الأمم المتحدة الإنمائي / برنامج مساعدة الشعب الفلسطيني



PQ NO./EVENT ID: PAL10-0000006119

initiation of phase 1, which is the activation of the actual full category of services offered by the center.

III. Some prospective Applicants have required in writing clarifications of the Solicitation Documents. Follow are UNDP responses to the said queries that have been received:

QUESTION No. 12: In section 1. Scope of Work: under 1.1 point c), to our understanding, this point refers to architecture engineering and would thus require engineering expertise. We would kindly request further clarification on this point.

REPLY No. 12: This point has been removed from scope of work; please consider the revised copy of the IPQ attached.

In order to afford prospective Applicants reasonable time in which to take the amendments into account in preparing their bids, UNDP at its discretion extends the Deadline for the Submission of Bids to 30 June 2020.

Interested Applicants shall acknowledge receipt of this addendum/informational meeting minutes by returning a signed and stamped copy with their application.

For your kind attention and reference,

Shehadeh Habash

Shehadeh Habash
Head of Procurement Unit
UNDP/PAPP