

**Notice to Bidders/Tenderers**  
**Tender Notice 1**

Bidders are kindly requested to note that the following, changes on the TOR:

| <b>Currently in the TOR read as follows:</b>  | <b>In the TOR Should read as follows:</b>   |
|---|---|
| <p><b><u>Travel</u></b></p> <p>One return ticket is not envisaged for this assignment. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket; should the IC wish to travel on a higher class, they should do so using their own resources.</p> <p>In the case of unforeseeable travel, payment of travel costs including tickets, lodging, and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.</p> | <p><b><u>Travel</u></b></p> <p>This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket; should the IC wish to travel on a higher class, they should do so using their own resources.</p> <p>In the case of unforeseeable travel, payment of travel costs including tickets, lodging, and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.</p> |

**Currently in the TOR read as follows:**

| <b>Reporting period and key milestones</b>   | <b>Report due</b> | <b>Payment Percentage</b> | <b>Review and Approvals</b>                      |
|--|-------------------|---------------------------|--|
| Payment upon submission and acceptances of progressive report for the month of August and work plan for remaining 11 months                        | 31/08/2020        | 9%                        | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of September and work plan for remaining months of the contract.       | 30/09/2020        | 9%                        | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of October and updated work plan for remaining months of the contract. | 31/10/2020        | 9%                        | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of November and  | 30/11/2020        | 9%                        | UNDP Deputy Resident Representative or designate |

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| updated work plan for remaining month of the contract.   |            |     |  |
| Payment upon submission and acceptances of progressive report for the month of December and updated work plan for remaining month of the contract. | 31/12/2020 | 9%  | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of January and updated work plan for remaining month of the contract.  | 31/01/2021 | 9%  | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of February and updated work plan for remaining month of the contract. | 28/02/2021 | 9%  | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of March and updated work plan for remaining month of the contract.    | 31/03/2021 | 9%  | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of April and updated work plan for remaining month of the contract.    | 30/04/2021 | 9%  | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of May and updated work plan for remaining month of the contract.      | 31/05/2021 | 9%  | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of June and updated work plan for remaining month of the contract.     | 30/06/2021 | 10% | UNDP Deputy Resident Representative or designate |

**In the TOR Should read as follows:**

| <b>Reporting period and key milestones</b>   | <b>Report due</b> | <b>Payment Percentage</b> | <b>Review and Approvals</b>                      |
|--|-------------------|---------------------------|--|
| Payment upon submission and acceptances of progressive report for the month of August and work plan for remaining 11 months                        | 31/08/2020        | 8%                        | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of September and work plan for remaining months of the contract.       | 30/09/2020        | 8%                        | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of October and updated work plan for remaining months of the contract. | 31/10/2020        | 8%                        | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of November and updated work plan for remaining month of the contract. | 30/11/2020        | 8%                        | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of December and updated work plan for remaining month of the contract. | 31/12/2020        | 8%                        | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of January and updated work plan for remaining month of the contract.  | 31/01/2021        | 8%                        | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of February and updated work plan for remaining month of the contract. | 28/02/2021        | 8%                        | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of March and updated work plan for remaining month of the contract.    | 31/03/2021        | 8%                        | UNDP Deputy Resident Representative or designate |

|   |            |     |  |
|---|------------|-----|--|
| Payment upon submission and acceptances of progressive report for the month of April and updated work plan for remaining month of the contract. | 30/04/2021 | 8%  | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of May and updated work plan for remaining month of the contract.   | 31/05/2021 | 8%  | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of June and updated work plan for remaining month of the contract.  | 30/06/2021 | 8%  | UNDP Deputy Resident Representative or designate |
| Payment upon submission and acceptances of progressive report for the month of July and updated work plan for remaining month of the contract.  | 31/07/2021 | 12% |  |

Updated TOR reflecting above changes uploaded.