



**BIDDER'S CONFERENCE – MINUTES OF MEETING, Q&A and Amendment**  
**RFP/UNDP/ISMIA-GOLD/6391/013/2020**

**Assignment Name:**

**Empowering Artisanal Women Miners to Eliminate Mercury Use and Establishing Women Miners Cooperative in Kuantan Singingi, Riau**

**Date and Time:**

*22<sup>nd</sup> July 2020 starting 1000 hour (GMT+7)*

**Venue:**

Online Zoom Meeting

Meeting ID: 993 5920 1261

Password: 869705

**Closing Date:**

*As specified in the e-tendering system event ID: 0000006391*

**TO ALL INTERESTED BIDDERS**

	<b>Introduction and Guidance</b>
<b>Information</b>	<p>Bid Conference was opened with following agenda:</p> <ol style="list-style-type: none"><li>1. Explanation on RFP document – administrative issue (closing date, submission &amp; method, delivery method for submitting offer, contract award, etc.).</li><li>2. Explanation on Annex I</li><li>3. Explanation on the Term of Reference (TOR)</li><li>4. Explanation on the Submission Forms</li><li>5. Q &amp; A (going through all sessions)</li></ol> <p><i>*Bidders were encouraged to carefully read the RFP document before preparing the offer and to check regularly UNDP E-tendering &amp; UNDP website for any update/amendment to this tender document</i></p>
<b>Q&amp;A session is incorporated into the below minutes</b>	

1	Q	Please elaborate what is the expected result from the scope of work 1 on Potentiality of the gold resource and market? Is there any requirements to do the lab testing/analysis?
	A	The expected result is to submit a report on existing condition in targeted site by doing scoping visit, and stakeholders and value chain. No requirement mentioned in the ToR to get the lab testing, but to conduct an analysis to get the contextual information on the mining site such as number of women miners involving, the formalization status, existing gold market condition and assessment of the government policies and program.
2	Q	What is the expected result from the scope of work 4 regarding the mercury -free gold processing training.
	A	It is being required that the partner to introduce and increase the capacity of targeted women group on Low impact, environmentally friendly technologies used to extract, process and refine gold. In this regard, this activity will be conducted in series of training package, as mentioned in the ToR page 18-19, the training is expected to be implemented in December 2020 and January 2021
3	Q	Is it possible to invite/travel to introduce model miners from other provinces?
	A	No, as mentioned clearly in the ToR it is part of requirement to bring the knowledge (trainer/expert/mentor) to the community
4	Q	Please elaborate the expected result from the scope of work 2?
	A	<p>The partner is expected to implement an inception workshop- as a socialization activity, thus the activities will be acknowledged, accepted and supported by the local government, community and miners in the targeted location.</p> <p>In addition under this scope of work, the partner also should finalized the module which consist of all material for capacity building activities that will be implemented for the next scope of works.</p>
5	Q	Is there any review meeting for the final module that will be submitted to UNDP?
	A	Yes, it is possible to have a review meeting regarding the content of module with the project, and the final module as well as report under scope of work 2 only will be accepted upon approval of project management unit (KLHK,BPPT, UNDP)

Jakarta, 22 July 2020