



BIDDER'S CONFERENCE – MINUTES OF MEETING, Q&A and Amendment
RFP/UNDP/GMC/110143/015/2020

Assignment Name:

Developing Analysis and Spatial Map for Potential Placement of Fish Aggregating Device/FADs (Rumpon) in Indonesia Fisheries Management Areas (WPPNRI)

Date and Time:

13 August 2020 starting 1400 hour (GMT+7)

Venue:

Online Zoom Meeting

Meeting ID: 925 7390 0004

Password: 955960

Closing Date:

Please refer to the e-tendering system with event ID: 0000006721

TO ALL INTERESTED BIDDERS

	Introduction and Guidance
Information	<p>Bid Conference was opened with following agenda:</p> <ol style="list-style-type: none">1. Explanation on RFP document – administrative issue (closing date, submission & method, delivery method for submitting offer, contract award, etc.).2. Explanation on Annex I3. Explanation on the Term of Reference (TOR)4. Explanation on the Submission Forms5. Q & A (going through all sessions) <p><i>*Bidders were encouraged to carefully read the RFP document before preparing the offer and to check regularly UNDP E-tendering & UNDP website for any update/amendment to this tender document</i></p>
Q&A session is incorporated into the below minutes	

1	Q	When is the deadline for this RFP?
	A	Please refer to the e-tendering system with event ID 6721
2	Q	Do we have to use Indonesian Experts, or we can use International Experts for this project?
	A	Given the nature of the assignment, it is suggested to use national expert/specialist. However, proposed personnel are Bidder's prerogative
3	Q	Can the Bidders get the access to the spatial data?
	A	The required spatial data (identified in the desk review) will be accessed using formal government procedure, including formal letter from BAPPENAS/MMAF to related ministries/agencies/units
4	Q	Why UNDP use GTC Minimis under USD 50,000? Is the budget for this project only USD 50,000?
	A	This is the type of General Terms and Conditions that use for this RFP and will be applied to the contract and the specified amount does not refer to the allocated budget to perform the service

AMENDMENT TO THE RFP

1	Annex 3, Page 20, Sub Heading G. Payment Schedule, the 1 st Deliverable should be written as follow:					
	Scope of work	Deliverables/Outputs	Output Progress	Due Date	Payment Schedule	Payment Amount
	1	a. Preparation workshop report b. Final work plan based on comments and inputs from the Technical Commission in Directorate of Fish Resources of MMAF and UNDP.	30%	15 September 2020	30 September 2020	30%
	2	a. Draft of analysis of <i>rumpon</i> in relation to the existing policy and regulations on spatial management of certain marine areas or sub-areas that limit placement or installation of <i>rumpon</i> in all WPPNRI	40%	30 October 2020	15 November 2020	40%

		<p>b. Draft of Digital spatial map using Geographical Information System which include GPS coordinates of potential placement for <i>rumpon</i> in relation to the existing regulations on spatial management of certain areas or sub-areas that limit placement or installation of <i>rumpon</i> in all WPPNRI and its associated dataset.</p> <p>c. Report of 4 (four) FGDs with government ministries and agencies include but not limited to Ministry of National Development Planning, Coordinating Ministry of Maritime Affairs and Investment, other related units in Ministry of Maritime Affairs and Fisheries, Provincial Agency for Marine and Fisheries; with fishers and industry associations; and with academics,</p>				
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		civil society organisations (CSO/NGOs), women groups and other relevant stakeholders as needed				
	3	<p>a. Final report of analysis of <i>rumpon</i> in relation to the existing policy and regulations on spatial management of certain marine areas or sub-areas that limit placement or installation of <i>rumpon</i> in all WPPNRI</p> <p>b. Final digital spatial map using Geographical Information System which include GPS coordinates of potential placement for FADs in relation to the existing regulations on spatial management of certain areas or sub-areas that limit placement or installation of <i>rumpon</i> in all WPPNRI and its associated dataset;</p> <p>c. Report of workshop with Technical Commission in</p>	30%	30 November 2020	15 December 2020	30%

		Directorate of Fish Resources of MMAF to discuss draft of analysis and spatial maps for inputs and comments and to develop recommendation for placement of <i>rumpon</i> in all WPPNRI.				
		Total	100%			100%

Jakarta, 13 August 2020