



**AMENDMENT NO. 3**

**Date:** 20/08/2020

**Subject:** Amendment No.3 to “Request for Proposal (RFP)” for “Provision of Non-Technical Survey Services for Turkey’s Minefields” within the context of “National Non-Technical Survey Project”.

**Ref:** UNDP-TUR-RFP(DEMIII)-2020/08 (E-TENDERING EVENT ID: TUR10-RFP-20-08)

Dear Madam/Sir,

Please find “**ATTACHMENT-1 ANSWERS TO QUESTIONS RECEIVED FROM PROSPECTIVE PROPOSERS DURING THE SITE VISIT AND VIA E-MAIL**” and **ATTACHMENT-2 PHOTOS FROM THE SITE VISIT** within the context of subject “Request for Proposal (RFP)” issued on 22 June 2020 for “Provision of “Non-Technical Survey” Services for Turkey’s Minefields.

You are kindly requested to prepare and submit your proposals in response to our subject “Request for Proposal (RFP)” with the consideration of these answers; whereas all other clauses of the “Request for Proposal (RFP)”, except as amended herein, remaining valid.

**Please make sure that your proposals are submitted through e-tendering on or before 3 September 2020, 07:00 am (New York Time), as indicated in the e-tendering system.**

Yours sincerely;

UNDP TURKEY Country Office

**ATTACHMENT-1 ANSWERS TO QUESTIONS RECEIVED FROM PROSPECTIVE PROPOSERS DURING THE SITE VISIT AND VIA E-MAIL”**  
**ATTACHMENT-2 PHOTOS FROM THE SITE VISIT**

**ATTACHMENT-1 ANSWERS TO QUESTIONS RECEIVED FROM PROSPECTIVE PROPOSERS DURING THE SITE VISIT AND VIA E-MAIL”**

**Answers to Questions received from Prospective Proposers during the Site Visit:**

**Question 1: Is it possible to propose the same key personnel by two or more Proposers in their Proposals?**

*Answer 1: As per “Section 2. Instructions to Bidders, Clause No. 15.2 given at page no. 10 of the RFP, which states that “Proposals submitted by two (2) or more Proposers shall all be rejected if the key personnel proposed to be in the team of one Proposer participates in more than one Proposal received for this RFP process.”, it is not possible to propose the same key personnel by two or more Proposers in their Proposals. It is the responsibility of the Proposers to ensure that the proposed key personnel do not participate in another Proposal received for this RFP process.*

**Question 2: During IMSMA data review, we have observed very small fields in the records. Could you please clarify these fields?**

*Answer 2: In few locations, there are small gaps between the Minefields. The fields mentioned in the question are those small gaps. These fields shall be included in the neighboring Minefield during NTS Operations as per Annex A - Minefield Data.*

**Question 3: Are all Suspected Hazardous Areas (SHAs) mentioned in the RFP accessible through a vehicle?**

*Answer 3: Yes, all Suspected Hazardous Areas (SHAs) stipulated in the RFP are accessible through a Four-wheel drive (4WD) Vehicle.*

**Question 4: Will UNDP or TURMAC provide any Security Guard during execution of contract activities in the regions?**

*Answer 4: UNDP or TURMAC will not provide any security guard for the Contractor during execution of contract activities. After signature of the contract, a detailed security protocol will be signed between Military Units and the Contractor. Contractor shall coordinate security issues with Border Posts through TURMAC and UNDP Field Coordinator.*

**Question 5: Is it possible to use Military Posts for accommodation?**

*Answer 5: It is not possible to use Military Posts for accommodation. As indicated in “Section h. Facilities to be provided by UNDP” given at page no. 51 of RFP. Contractor shall make provision for their own accommodation and office facilities, with all costs borne by itself.*

**Question 6: Is there any kind of restriction for use of Hand Radios in the regions of operation?**

*Answer 6: There is no restriction with regard to use of Hand Radios in the regions of operation.*

**Question 7: Is there any requirement for the compatibility of the Hand Radios with the ones used by Turkish Military Forces?**

*Answer 7: As indicated in “Equipment Section” at page no. 41 of the RFP, Hand Radios must be compatible with Communication System used in Turkey. Hand Radios does not have to be compatible with the Radios used by Turkish Military Forces.*

**Question 8: If the Contractor identifies additional minefields which are not listed in Annex A - Minefield Data of RFP, how will UNDP reflect this variation to the Contract?**

*Answer 8: As confirmed by TURMAC during the site visit, it is unlikely to encounter a Minefield which is not listed in “Annex A - Minefield Data”. That said, in case the Contractor identifies other Minefields which are not listed in “Annex A - Minefield Data”, this shall be verified through UNDP Field Coordinator and TURMAC, and UNDP as the Contracting Authority will make assessment and take further action based on the terms and conditions of the contract to be signed.*

**Question 9: Will Contractor be required to submit hard copies of the NTS Reports or electronic copies will suffice?**

*Answer 9: Contractor shall submit both Hard Copies and Electronic Copies of NTS Reports. Please refer to "Section f. Preparation of the NTS Report" given at page no. 46-47 of the RFP, for additional details.*

**Question 10: Will UNDP provide support to the Contractor through the processes for obtaining work permits, custom clearance operations, etc.?**

*Answer 10: All proposers shall make all relevant advanced researches through relevant authorities and local legislation and make necessary preparation for obtaining the work permits and conducting custom clearance services in a timely manner as to meet the mobilization timeline in the schedule given at page nr. 43 of the RFP. UNDP does not have any control over these procedures; however, UNDP will cooperate with the Contractor to the best extent possible.*

**Question 11: Is it possible for UNDP to share the Military Satellite images?**

*Answer 11: It is not possible to share the Military Satellite images with the companies due to their confidential nature.*

**Question 12: Is it possible for UNDP to share 1/25000 military maps?**

*Answer 12: It is not possible to share 1/25000 military maps with the companies due to their confidential nature.*

**Question 13: Is it possible to use UNDP Logo on the vehicles or equipment of the Contractor?**

*Answer 13: It is not possible to use UNDP Logo on the vehicles or equipment of the Contractor.*

**Question 14: Will IMSMA Software be provided to the Contractor by UNDP/TURMAC?**

*Answer 14: No, IMSMA Software shall be obtained by the Contractor at its own cost.*

**Question 15: Will the equipment supplied and mobilized by the Contractor remain Contractor's property after contract closure?**

*Answer 15: Yes, equipment supplied and mobilized by the Contractor will remain Contractor's property after contract closure and Contractor shall bear all cost and responsibility for demobilization of its own equipment.*

**Question 16: Where can Proposers locate the Turkish Version of "International Mine Action Standards (IMAS)"?**

*Answer 16: Proposers shall note that there is only English Version of "International Mine Action Standards (IMAS)" which can be accessed through below link to TURMAC's Official Website. However, Proposers can access to the Turkish Versions of "National Mine Action Standards (NMA)" and "Eastern Border Mine Clearance Standards (EBMCS)" through the same link as follows:*

*<https://mafam.msb.gov.tr/en-US/MAFAM/Content/eastern-border-mine-clearance-standarts-ebmcs>*

**Question 17: Could you advise the activities to be performed as part of Ad-hoc MRE (Stakeholder Meetings)?**

*Answer 17: Please refer to "Section 1. NTS Activities, c. Meeting with Local Administration Authorities/Responsible Military Units/Related Local Civil Elements" given at page no. 44-45 for the activities to be performed as part of Ad-hoc MRE (Stakeholder Meetings).*

**Question 18: Is it required to record all information obtained in the surveys conducted with civilians as part of NTS Report?**

*Answer 18: Yes, all information obtained in the surveys conducted with civilians shall be recorded and submitted as part of NTS Report.*

**Answers to Questions received via e-mail:**

**Question 19: Could you please confirm that UNDP Turkey accepts Proposal Security issued by a Foreign Bank?**

*Answer 19: UNDP accepts Proposal Security issued by a Foreign Bank. As stipulated in "Form H: Form of Proposal Security" at page no. 76; Proposal Security must be issued using the official letterhead of the Issuing Bank. Except for indicated fields, no changes shall be made on the template given in "Form H: Form of Proposal Security" at page no. 76.*

**Question 20: Does UNDP accept submission of legal company documents in Turkish?**

*Answer 20: As per "Section 3. Bid Data Sheet, BDS no. 1" given at page no. 20 of the RFP, language of the proposal shall be English. In this regard, proposers shall submit official English translation of their legal documents.*

**Question 21: In the UNDP e-tendering system, we noticed that there were 5 event questions under "Step 1: Answer General Event Questions Section" requesting us to upload the Forms A, B, D, H and the Financial Proposal (Forms F and G). Could you confirm if these forms should be uploaded in this section under the appropriate question, or whether they should be uploaded in the "View/Add General Comments and Attachments Section"? Also, should the rest of the forms, mainly Form E (Technical Proposal) be attached in the "View/Add General Comments and Attachments Section"?**

*Answer 21: All proposal documents including the ones stipulated in "Step 1: Answer General Event Questions Section" shall be uploaded in "View/Add General Comments and Attachments Section" of the E-tendering System.*

**ATTACHMENT-2 PHOTOS FROM THE SITE VISIT**

Photos from the Site Visit can be accessed through the following link:

<https://drive.google.com/drive/folders/1HhO7ci6PclPOltJmQqRoMPxwpHxD8H2O?usp=sharing>