

## QUESTION AND ANSWER

under RFP/011/20 - Tender for performing the complex works to develop the capacity of responsible personnel of the PSA, PSC, State Inspection for Education Quality Supervision

#	Questions	Answers
1.	RFP states that participants in tender should submit self-declaration confirming that company is not in the UN sanctions list 1267/1989 list, UN procurement division list or other UN ineligibility list. However, Annex 3 presents Declaration of Interest, where there is a point indicating participant confirms that "company is not in the UN's any ineligibility lists". Therefore, I would like to ask whether it is enough to submit signed declaration of interest (in annex 3) or it should be provided in a separate forms?	Yes, it is enough and moreover, there is a section 13 of TABLE 1: COMPANY PROFILE, page 18 of the tender document. No need to provide a separate self-declaration form. The self-declaration of interest shall be signed by authorised officer and sealed by company stamp.
2.	Also, there is required information regarding any past and current litigation during the last five years. However, our company was registered in Uzbekistan in 2017 and there is not any past and current litigation cases. Therefore, can we add this clause to declaration of interest form in annex 3, by stating that we confirm there is not any past and current litigation during the years of operation in Uzbekistan?	Th information regarding any past and current litigation of the company can be submitted in freeform signed by authorised officer and sealed by company stamp.
3.	In addition, there is a requirement regarding providing a performance guarantee before signing a contract. Could you clarify, will it be enough if we will provide you performance guarantee issued by our local company. If bank guarantee required, we would like to ask about availability of any alternative for this. For example, we would like to offer deduction of 10% from contract fee, until the final pre-agreed product/service is delivered. Moreover, can you provide us with the text of this performance guarantee?	According to the solicitation document bidders are required to present financial statements for the last 2 years verified by independent third party such as auditors, as tax agency or other authorized body.
4.	Taking into account our internal procedures could you provide us with the sample of agreement or contract which will be used for providing services with awarded company?	The contract will consist the followings: 1. A face sheet ("Face Sheet") 2. General Terms and Conditions / Special Conditions 3. TOR of tender document

		<p>4. RFP terms and conditions</p> <p>5. Proposed bidder's technical and financial proposals</p> <p>6. Clarifications and communications made by email during evaluation of proposal.</p> <p>General Terms and Conditions are available at:  <a href="http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html">http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</a></p>
5.	<p>Which organisations exactly will be involved on the project? Because in some places of RFP there is written: Public Services Agency and 5 Public Services Centers in regions and State Inspection for Education Quality Supervision. But in the TOR, to abovementioned list of targets also added one more target: State Ecology and Environmental Protection Committee of the Republic of Uzbekistan. Therefore, please clarify exact numbers and names of targets.</p>	<p>The number of targets and their names are:</p> <ol style="list-style-type: none"> <li>1. Central Office of the PSA (3-5 people in total);</li> <li>2. Regional PSA Departments in pilot provinces – Surkhandarya, Kashkadarya, Jizzakh, Syrdarya and Tashkent provinces (15-20 people in total);</li> <li>3. Public Services Centers in pilot districts (hereinafter – the target regions) – Dekhkanabad district of Kashkadarya province, Sariosiya district of Surkhandarya province, Bahmal district of Jizzakh province, Khavast district of Syrdarya province and Nurafshan city of Tashkent province (15-20 people in total);</li> <li>4. State Inspection for Education Quality Supervision under the Cabinet of Ministers of the Republic of Uzbekistan (2-3 people in total);</li> <li>5. State Ecology and Environmental Protection Committee of the Republic of Uzbekistan divisions (2-3 people in each) in target regions, delivering public services.</li> </ol> <p>Please refer to the ToR of the solicitation document (Page 1-2).</p>
6.	<p>In what language commercial/technical proposal should be prepared and submitted, in Russian or English?</p>	<p>According to the solicitation document proposals can be submitted in any of these two languages (English or Russian).</p>