



September 18, 2020, 14:30

Zoom

**RFP for Quality Assurance in Designing an Intervention using Behavioural Insights to Address Low Uptake of HIV Testing in Georgia**

**Pre-bid conference minutes**

In the scope of the UNDP – UNFPA joint initiative (REFERENCE: UNDP 1 Project: 00063928 BDP/HIV/AIDS 2012-2013 Global Period : Jan-Oct (2020) Output: 00120354 Europe&Central Asia HIV) , a **pre-bid conference** on the RFP for **the quality assurance in designing an intervention using Behavioural Insights to Address Low Uptake of HIV Testing in Georgia** was held on Zoom 18<sup>th</sup> September, 2020, 14:30 (Georgia local time) The meeting lasted for approximately 25 minutes, and the following parties were represented:

**UNDP representatives:**

Khatuna Sandroshvili, Innovation Specialist

Keti Gomelauri, Local Behavioral Expert

**Attending company**

Salvador Camacho

Swiss Tropical and Public Health Institute

The pre-bid conference began with Khatuna Sandroshvili giving an overview of the major activities to be covered by the project and explaining the rationale of the announced RFP.

Following this, the participants introduced themselves and the Q&A session started.

The questions asked and the responses provided were:

1. Duration of the engagement	October- December 2020
2. Number of engagement days	It was clarified that the period of service is defined by the TOR, while the number of engagement days can be offered by the bidder.
3. Number of team members	It was clarified that there are ongoing preliminary researches conducted by UNFPA and UNDP partners involved in this project, and based on the findings the bidding company is to both define the problem as well as design an intervention.
4. Is the travel envisaged?	Travel is not envisaged due to Covid, but the local team can facilitate organization of workshops face to face or remotely as the safety conditions allow.
5. Is there follow up planned?	The current TOR envisages only design stage of the intervention and the implementation of it will be contingent on the availability of resources in 2020 for which a different tender will be announced.

Khatuna Sandroshvili Innovation Specialist

Ketevan Gomelauri, Behavioral Expert