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AMENDMENT NR.1

Date: 12/10/2020

Subject: Amendment Nr.1 for *Procurement of “Implementation of Surveys for Monitoring the Awareness of the Target Groups of Marine IAS Project”* issued on 30 September 2020.

Ref: UNDP-TUR-RFQ(IAS)-2020/47

Dear Madam/Sir,

Please find attached “Answers to Questions” in the context of subject RFQ issued on 30 September 2020 for *Procurement of “Implementation of Surveys for Monitoring the Awareness of the Target Groups of Marine IAS Project”*.

You are kindly requested to prepare and submit your proposal in response to our subject procurement with the consideration of this attachment, whereas all other clauses remain valid.

Please be sure that your quotations are submitted on or before the submission deadline on **October 13th, 2020; 17:30 (GMT+3) via email** to tr.procurement@undp.org email address.

Yours Sincerely,

Usame Yalçın
Assistant Resident Representative
(Operations)

Attachment: Answers to Questions from Prospective Offerors

QUESTION 1: Is a technical proposal going to be submitted within the quotation?

ANSWER 1: As per RFQ, the documents that must be submitted by the offeror to establish qualification are listed below.

a) Trade Registry Gazette: Copy of the Trade Registry Gazette showing the establishment of the company.

b) Chamber Registration:

(i) Real person entity Offerors: A copy of registration certificate obtained within the year of date of the RFQ or within the year of Quotation submission deadline, from chamber of commerce/industry/tradesmen and craftsmen or any other corresponding chamber.

(ii) Legal entity Offerors: A copy of registration certificate obtained within the year of date of the RFQ or within the year of Quotation submission deadline, from chamber of commerce and/or industry.

c) Signature Authority:

(i) Offerors who are Real Bodies: A copy of the notarized Authority to Sign document.

(ii) Offerors who are Legal Bodies: Notarized copy of the Trade Registry Gazette showing the latest status indicating the partners, members or founders of the legal entity and officials in the administration of the legal entity, and notarized signatory circulars and the original version of the notarized Authority to Sign document.

d) Previous Similar Experience: At least one Reference Letter or Work Completion Letter demonstrating previous similar experience regarding field survey(s) on social surveys consisting of at least 500 interviews.

e) CV of Team Leader and IT Expert (The CVs shall provide the minimum requirements stipulated in Annex-1 Terms of Reference, Section H.)

f) Submission of each page of the RFQ and its Annexes duly signed and stamped.

The offeror will not submit a technical proposal within their quotations.

QUESTION 2: Regarding sampling procedure, shareholder sampling list indicating required sample size is provided by UNDP. Could you please also inform us during fieldwork, any contact information of the shareholders could be given by UNDP or not?

ANSWER 2: No contact information will be given by UNDP. The Contractor shall be responsible for providing those informations.