

Tbilisi, Georgia
17 December 2020

Project: UN Joint Programme "European Union Innovative Action for Private Sector Competitiveness in Georgia" (EU IPSC) /00104335

Call for Proposal (CFP):

Engaging an NGO/CSO as Responsible Party for managing business grants programme for the provision of strategic investments to packaging value chain companies that facilitate the development of packaging cluster in Imereti and Kakheti Regions of Georgia

Questions & Answers

Clarifications issued through E-mail

Q 1: Shall a letter of Interest, a work plan and description of management methodology be submitted as one or separate files?

Answer: As per the section VIII, Documents to be submitted in a technical proposal and a finance proposal of the CFP announcements, such as: letter of interest / letter of offer, work plan, description of the management methodology, etc. need to be submitted as separate documents. Please also kindly ensure that supporting documents required are signed and stamped and in the .pdf format.

Q 2: Could you please share word versions of the CFP announcement?

Answer: Interested parties are welcome to obtain forms in word format and others clarifications by contacting the UNDP office in Georgia through the following address: E-mail address: nino.dzneladze@undp.org.

Q 3: What is considered under the audited financial statements for the past two years of the organization?

Answer: Interested parties are requested to submit internal audited statements, including income statement and balance sheet of the organisation to indicate its financial stability, liquidity, credit standing, and market reputation, etc.

Q 4: The maximum that can be requested in the financial proposal is USD 180,000. Is this grant cost just for implementing? Or does it include the funds to be sub-granted?

Answer: The overall indicative amount made available under this call for proposal is USD 180,000. The costs of administering grants' scheme (management cost) must not exceed the 10% of total proposal amount. The amount requested in the proposal should be commensurate with the organization's administrative and financial management capabilities. Management Cost is the total amount of management costs related to the implementation of the business grants programme (i.e. total of all costs in the table) must not exceed 10% of the total call for proposal amount USD 180,000. To

conclude, proposal amount (max. USD 180,000) minus management cost totals funds to be sub-granted.

Q 5. Shall the Georgian Chamber of Commerce and industry be considered eligible under CFP?

Answer: NGOs/CSOs, such as non-governmental, public, charitable, non-profit organization registered in Georgia, that qualifies with all remainder eligibility criteria set in section VII, Experience and Qualification Requirements of Reference, are welcome to apply. Since the law of Georgia on the Georgian Chamber of Commerce and Industry, Article 1.1 , states that „*The Georgian Chamber of Commerce and Industry (the ‘Chamber’)* is a membership-based corporation under public law“ which is subject to government control (see Article 8), it qualifies as a public law entity, and does not qualify with the criteria set in CFP.