

Questions and Answers – Round 2

Date: **21 April 2021**
Project: **To develop and facilitate a candidate assessment program**
Reference Number: **UNDP/OHR/RFP/2021/004**
Closing date of tender: **10 May 2021**

TO ALL INTERESTED COMPANIES

SUBJECT: Request for Proposals - Provision of Service to develop and facilitate a candidate assessment program

INFORMATION: The following are questions received from bidders and their respective answers

1. Can you give more information on how you currently use your 360 Degree Feedback in the process for candidate pools and senior recruitments?

Response: For Candidate Pools: 360 Degree Feedback is used during the pre-assessment regarding their competencies and feedback is provided as part of assessment report. We are not currently using 360 Degree Feedback for the other senior recruitments.

2. Do you use a different process for external hires, versus internal applicants for the candidate pools and senior recruitments?

Response: For Candidate Pools and senior recruitments: reference checks are typically only conducted for external hires but we often also take references for internal candidates for new leadership role.

3. For the toolkit of assessments, are you anticipating that you would use our consultants for any debriefs, or that your team would directly use the computer-generated outputs for some of these assessments?

Response: The need for debrief will be determined case by case. We would like to see the flexibility of utilizing different tools and reporting methods for the toolkit of assessments. For other senior recruitments, we would typically not use consultants for any debriefs.

4. If assessments are used in French or Spanish, do you require any consultant written reports to also be in French or Spanish, or would they need to be written in English?

Response: The reports are expected to be produced in English. The vendor may express their capacity for developing them in French or Spanish in the proposal.