



**Pre-Proposal meeting against Request for Proposal on 26<sup>th</sup> April 2021**  
**For**  
**Hiring firm to develop the technical, financial and institutional capacity of the two local Association**  
**of the Scrap Dealers in Teknaf and Ukhia Upazila, Cox's Bazar**  
**Reference: RFP-BD-CXB-2021-003**

**Members attended the meeting**

Sl.	Name	Designation
1	Marta Kucharski Duran	Project Manager, Solid Waste Management
2	Sayed Monjurul Hoque	Waste Management Specialist
3	Md. Roquibul Hasan	Procurement Associate
4	Bidders	In Zoom meeting

With reference to the subject RFP issued on 20-Apr-2021, please find below the queries raised by Invitees and answers thereto from UNDP Bangladesh

S/L	Queries	UNDP Response
1	Our organization has 4 year experience. But 3 years we operated under sole proprietorship and incorporated as Limited company 1 year. So how would calculate	Please submit both legal document and relevant evidence with your proposal.
2.	We recently went into the tax payment process and because of the size of our company and the type of business we do, there were no taxes due. But we haven't gotten any document for that yet. What can we do about this?	Please submit the proof of tax document you have applied or submitted for.
3.	Duration of contract?	3.5 month
4.	The UNDP project implementing partner working on supporting the recycling sector will be also engaged in this assignment?	Yes. Three party meeting among UNDP, the Implementing Partner and the Firm will be regularly organized to ensure proper support to the Firm, and vice versa.

**PLEASE DO NOT PUT THE PRICE OF YOUR PROPOSAL IN THE 'LINE ITEMS' IN THE SYSTEM. INSTEAD PUT 1 AND UPLOAD THE PASSWORD PROTECTED FINANCIAL PROPOSAL.**

It is requested to submit your bid a day prior or well before the closing time. Please avoid last minute submission.

\*Any bidder seeking E-tendering access/submission related support should specify Request for Proposal number' on the Email subject line and send it to [e-bidboxcxb.bd@undp.org](mailto:e-bidboxcxb.bd@undp.org)

Note: Above Clarifications in response to queries raised during advertising period shall be an integral part of the RFP document and supersede the all provisions as applicable.

**Attendance list-Name of the Organization**

<b>Sl. no</b>	<b>Name of the organization as per zoom meeting chat box record</b>
1	Name: Fahim Uddin Organization: GARBAGEMAN LIMITED
2	Name: Shefaz Been Rahim Organization: Social Business Youth Alliance Global
3	Name: Suraiya Afroz Organization: GARBAGEMAN LIMITED