**Questions and Answers upon results on the Pre-Bidding Conference,**

**Ref. 512-2021-UNDP-UKR-RFP-BMO**

**«Conduction of a short-term interdisciplinary distance training for women-managed agri-food sector MSMEs»**

**July 15, 2021, 11:00, Zoom meeting**

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| **№** | **Question** | **Answer** |
| **1** | Is it possible for a consortium to apply? | Yes. When applying by the consortium, all participants (both the parent company and the partnering one) must meet the minimum requirements of the TOR. If the partner you involve in the implementation of this TOR does not meet the minimum requirements, it is better to indicate it as a subcontractor. The contract is concluded only with the main organization. According to the form to be filled in for the consortium, it is necessary to reflect the percentage and functional distribution of tasks as per TOR, with the prevailing role of the main organization. It is also necessary to add a formal agreement between the consortium participants on the implementation of this tender. |
| **2** | What is the maximum duration of the Contract? | The duration of the Contract is 4 months. The step-by-step process of its implementation is the following:* Phase I (maximum 1 month): approval and conduct of a recruitment campaign for participants in accordance with the agreed criteria; division of the selected participants into 3 groups (Start group with 60 participants, Expansion group with 35 participants, Leadership group with 25 participants); development and submission for approval of the distance learning calendar plan;
* Phase II (maximum 1.5 months): the process of distance learning and coaching of all 120 participants. Modification of the methodology of the educational process is possible, but must be duly justified. At the same time, together with UNDP specialists, among all 120 participants will be held a competition in which 40 winners will be selected to develop individual plans for quality transformation of their businesses.
* Phase III (maximum 1.5 months): coaching of 40 winners on the implementation of their individual plans.
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| **3** | Will UNDP specialists participate in the implementation of the first Phase of the Project? | In Phase I, UNDP experts will finally approve the recruitment campaign for the participants and, if necessary, would assist in disseminating information through additional communication channels. |
| **4** | When is the Project planned to start? | After the deadline of the competition, the process of selecting the Contractor will continue for 2-3 weeks. Additionally, within 1 week, the tender will be evaluated by the UNDP Procurement committee. Approximately at the end of August 2021, the Contractor will be selected and the respective Contract signed. Accordingly, the Project will begin. |
| **5** | The ToR specifies the implementation period of 4 months, but in table “B. Breakdown by cost component” of the financial proposal template, line 1.1 “Team Leader” it is indicated 12 months. Is this indicator given as an example? | Yes, in line 1.1 this indicator is given as an example, because you yourself can schedule the required period of participation in the Project for the project team.At the same time, in other lines of this table exact quantitative indicators are given in accordance with the ToR. |