

## Clarification No. 4 and Extension of Bid Submission Deadline

### Long-Term Agreement for Provision of Third-Party Monitoring Services to the United Nations Development Programme in Somalia **Business Unit SOM10, Event ID: RFP-142823**

Query	Clarification Requested by Proposers	UNDPs Response to the Request for Clarification
1	As per the TOR, Timeline for submission of report for Activity Verification and Project Risk Monitoring is 2 weeks from completion of field work. Since there will be many activities during the quarter, does this mean that the TPMA will be submitting a report for each activity or one quarterly report for all activities?	The reports will be per project monitored, if a project has 2 activities this will be one report.
2	As per the TOR, Timeline for submission of report for Output Indicators and Outcomes Indicators 1 week from completion of field work. Since the work will cover many projects during the year, does this mean that the TPMA will be submitting a report for each project or one annual report for all projects?	There will be one output indicator report done annually, then for the activities and verifications these will be done per project commissioned periodically, quarterly for example.
3	As per our understanding of the TOR, performance tracking will cover activity verification and target group, which will be conducted <b>on quarterly basis</b> . In addition, the TPM will be <b>annually or semi-annually</b> reporting on output indicators, outcome indicators, IRRF indicators, capacity development and sustainability based on data collected during the quarterly visits without out needs for additional visits. Please confirm.	Correct.
4	In the Deliverables and Schedules/Expected Outputs section of the TOR, we noted the following:  (a) In <b>Activity 1: Performance Tracking</b> and other parts of the TOR it is stated that the <b>Frequency</b> for <b>output indicator</b> will be annually but in <b>Activity 2. Data Analysis</b> it is <b>Semi- annually</b> . Please clarify.  (b) In <b>Activity 1: Performance Tracking</b> it is stated that the <b>Frequency for Project Risk Monitoring</b> will be <b>quarterly</b> but in <b>Activity 2. Data Analysis</b> it is <b>Semi- annually</b> . Please clarify.	Should be the same, collection should match analysis, this is a typo.  Should be the same, collection should match analysis, this is a typo.
5	In the Third-Party Monitoring Activities section of the TOR, it is stated that the <b>Frequency for Capacity development</b> will be <b>annually</b> but, in the Deliverables, and Schedules/Expected Outputs section of the TOR it is stated that it will be <b>Semi- annually</b> . Please clarify	Annual monitoring.

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6	In the <b>Third-Party Monitoring Activities</b> section of the TOR, the <b>TPM tasks</b> are summarized in a table below in page 28 providing the frequency of performance tracking and data analysis quarterly, semi-annually and annually. However, for reporting it is stated that it will be subject to parameters being reported against. Does this mean that reporting will follow the same patterns of performance tracking and data analysis or will be different? How many reports are required to be produced by the TPM? Please clarify.	The number of reports will be determined by the amount of work or projects commissioned. For example, if in quarter 20 projects require verification, then 20 reports will be expected. The average expected per quarter is 15 to 20 reports.
7	Based on your prior experience, will you need the whole TPM team to work as a full time for UNDP activities?	No, TPM will be expected to have preposition a team that can carry out TPM work for UNDP as and when required, which is expected to be approximately quarterly. The total committed days will be determined by the number of projects. This document provides a guide past experience, which is about 20 projects requiring about 6 weeks per cycle.
<p><b>NOTE FROM UNDP TO ALL PROPOSERS</b></p> <p><b>EXTENSION OF SUBMISSION DEADLINE:</b> UNDP has extended the Bid submission deadline to the date now indicated on the main screen of this event in the UNDP eTendering System. Please note that the UNDP eTendering system time zone is in EST/EDT (New York) time.</p>		

Proposers are advised to frequently check the UNDP e-Tendering system at <https://etendering.partneragencies.org> **Business Unit: SOM10, Event ID: RFP-142823** for any addenda/clarifications that may be posted