Minutes of the Pre-proposal Meeting held on the Hiring a firm for IMPLEMENTATION OF THE CAPACITY DEVELOPMENT PLAN

Reference: RFP/PNG/010-2021

Venue: ZOOM Platform
11:30 AM, PNG TIME on September 22, 2021

Pre-amble:

The RFP was advertised on September 17, 2021, and the Pre-Bid conference was called on September 22, 2021. The Procurement and Project representative was present, but NO POTENTIAL bidder attended the Pre-Bid Meeting via Zoom link. The team agreed to observe questions received by the timeline (September 23, 2021, 4.30 PM PNG time) through procurement.pg@undp.org and reply to these in the following format.

<table>
<thead>
<tr>
<th>S/L</th>
<th>Questions from Bidders (received through email)</th>
<th>UNDP Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Should the bidder for implementation of the capacity development plan need to be a registered training organization?</td>
<td>The organization should have accreditation / registration / license to carry out any professional training.</td>
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</tbody>
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Note: Above Clarifications in response to queries raised during the pre-bid meeting and amendments (if any) shall be an integral part of the RFP document and supersede all provisions as applicable.
ANNEX
PRE-BID ATTENDEE FIRMS

No bidder participated/ attended the pre-bid meeting.