



Date: Friday, October 22, 2021  
Reference: UNDP/IRH-RFQ-202123-M4EG Urban Imaginaries  
Subject: Clarification Letter 1

Dear Prospective Offerors,

Please be informed that, further to inquiries from prospective Offerors, we are sending both the clarification request received and the respective UNDP response to all Offerors and posting on relevant procurement websites in accordance with our standard practices.

Clarification Note:		
No:	Question	Answers / Corrections
1	Budget: Is there a fixed budget or a budgetary framework we could use as a guidance for our proposal? When I read through the material, it says it will be a fixed output-based price, but I do not see any guiding framework for the budget.	<p>We are not able to provide a budget estimate for this tender process. As per the deliverables in the Terms of Reference, we envision 100 workdays for 2 key experts to help us deliver on the outputs described in the ToR. The provider will work closely with the UNDP innovation team to co-create the outputs.</p> <p>Kindly use the RFQ Annex 3 when providing the financial overview.</p> <p>Albeit a relatively smaller engagement under the joint EU &amp; UNDP Mayors for Economic Growth Facility, we are here seeking to bring on board new partners, voices and experiences to help bring in new thinking and practices in international development.</p>
2	Timeframe: In the phase description, the collaboration contract for the mentorship assignment in 2021-2022 is set to end on 31 <sup>st</sup> of August, but it is also required to both follow the pilots throughout the 12 months and to provide a 2-3 pager highlighting the key learnings. Could you elaborate a bit further on the thoughts behind this timeline and process in terms of the risk of missing important actions and learnings when not being able to follow the pilots until the end of their 12 months' pilot work?	<p>The selection process of the municipalities is ongoing (in Armenia, Azerbaijan, Georgia, Moldova and Ukraine) and we expect some delays and different timelines among the countries. Hence, the engagement is likely to be extended to end 2022 or beyond as needed. The key learnings/insight notes could also be produced during implementation as sense-making and intelligence notes, depending on the context. We are not set on the process and can discuss the approach together with provider once on board in the kick-off/implementation plan meeting(s).</p>

All other terms and conditions remain the same.

Thank you and best regards,

Procurement IRH Istanbul

Istanbul Regional Hub ◊ Regional Bureau for Europe and the CIS  
E-mail: [procurement.irh@undp.org](mailto:procurement.irh@undp.org)  
web: <http://europeandcis.undp.org>

**United Nations Development Programme  
Regional Bureau for Europe and the CIS  
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UNDP Europe & CIS  
Istanbul Regional Hub, Turkey  
[www.eurasia.undp.org](http://www.eurasia.undp.org)

**Istanbul Regional Hub ◊ Regional Bureau for Europe and the CIS  
Key Plaza, Abide-I Hurriyet Cad. Istiklal Sok. No:11, Sisli, Istanbul, 34381 TURKEY  
Tel: +90 850 2882 402 ◊ E-mail: [procurement.irh@undp.org](mailto:procurement.irh@undp.org)  
web: <http://europeandcis.undp.org>**