RFP/UNDP/HDRO/2021/12
Provision of Interactive Data Visualization Design Services for UNDP Human Development Report
Questions and answers (Round 1)

Question 1: Who will be responsible for the integration of the platform/index pages onto the UNDP website?

Answer 1: Human Development Report Office/UNDP

Question 2: Is there a budget range for this project?

Answer 2: We do not provide a budget range.

Question 3: Form B indicates that we should provide a number of attachments including the company profile. Should these documents be submitted separately from the information being asked for in Form E, or can it be consolidated into one document? If the latter is true, does the 15-page limit still apply?

Answer 3: If you provide the company profile in the Form B, you can refer to it in the Form E.

Question 4: Is there a maximum number of samples we can provide?

Answer 4: No

Question 5: Form D asks for three relevant samples, and Form E asks for a sample of interactive data visualization design as well as a description and list of three similar projects. Can these samples overlap, or should they be separate?

Answer 5: They can overlap

Question 6: Form E indicates a particular structure for the technical proposal, whereas Section VI Structure of Vendor's Response indicates another. Can you confirm which structure we should be following for our technical response?

Answer 6: Follow the structure of the technical proposal.

Question 7: Are there any language/translation requirements for the deliverables?

Answer 7: No

Question 8: Can the documents/forms requested in the technical envelope be consolidated into one document?

Answer 8: Yes

Question 9: Can you provide any examples of similar projects developed for UNDP? Alternatively, can you provide examples of samples that inspire you?

Answer 9: No

Question 10: Is there an incumbent vendor?

Answer 10: Not relevant

Question 11: To confirm, should the financial and technical proposals be submitted in separate emails?

Answer 11: Yes

Question 12: At what time on November 18th are questions due?

Answer 12: At mid-night of 18 Nov.

Question 13: At what intervals will answers to questions be released?

Answer 13: as soon as we receive and compile all answers

Question 14: Can our company references also be utilized for personnel CVs?

Answer 14: No, unless a name is mentioned in the company references.

Question 15: Can we use our own CV template?

Answer 15: Yes

Question 16: Are you providing preference based on personnels' nationalities?

Answer 16: No

Question 17: "Any Financial information provided in the Technical Proposal shall lead to Bidder's disqualification." – please confirm this doesn't include the contract value for past projects.

Answer 17: it is ok to include the values of past projects.

Question 18: Can the references for our key personnel be the same as our client references?

Answer 18: Yes, if the personnel worked on the specific projects, and if the clients can confirm that.

Question 19: Is the release date of February 28, 2022 flexible?

Answer 19: No

Question 20: Will the landing page live on the existing microsite, or will it be separate?

Answer 20: The landing page will be on the HDRO website.

Question 21: Do the composite index pages exist already? If so, is it the same pages as those in the download centre?

Answer 21: The pages will be new.

Question 22: Does the 15-page limit for the company profile include the certificate of incorporation, tax registration, etc.

Answer 22: No

Question 23: Apart from the project manager and senior data visualization developer, are there any other specific roles you would like to see?

Answer 23: – Those are minimum roles, similar projects have several developers and UX experts.