

Bid Bulletin

Pre-Bid Meeting on Request for Proposal (RFP) UNDP/RFP/37/2021– Mid-term review of PLGSP

Day and Date : Tuesday, 04 January 2022

Time : 1430 hrs (Nepal Standard Time)

Venue : Virtual through Zoom

A virtual pre-bid meeting was held on 04 January 2022 for the Request for Proposal (RFP) Ref: Request for Proposal (RFP) UNDP/RFP/37/2021– Mid-term review of PLGSP, published on 27 December 2021. Following participants from the bidders as well as officials from UNDP/PLGSP were present:

S.N.	Participant's Name	Organization	Remarks
1	Hari Guragain	PLGSP	MOFAGA
2	Chandrakanta Sharma	PLGSP	
3	Krishna Pd. Bhattarai	UNDP	
4	Anders Magnusson	UNDP	
5	Ambika Amatya	UNDP	
6	Anil Gautam		
7	Dinesh Bhattarai	Arista Engineering	
8	Thakur Pd. Adhikari	T.P. Adhikari & Associates	
9	Astha Sharma	Shequal Foundation	

UNDP provided an update of the procurement process to be followed by firms submitting proposals, which was followed by queries being raised by interested firms present at the pre-bid meeting. It was shared that the minutes of the pre-bid meeting and discussion including clarification to queries received at designated email address will be uploaded in the UNDP Procurement website and that any updates will be kept on the website for transparency.

The following questions were received in designated email address and/or raised during the pre-bid meeting:

Query 1: The RFP is a call for both national and international companies. In the case of an international company, it would not be accountable for VAT as per the current law, whereas a national company should comply with VAT. Given the context, what price should be considered for evaluation, with VAT or without VAT?

Answer 1: The bidders are required to propose cost with VAT, if applicable. However, amount without VAT will be considered for evaluation purpose in the context where UNDP receives financial proposals, both with VAT and without VAT.

Query 2: COVID-19 or any new variants might impact mobility due to possible travel restrictions in the field. Eventually, the MTR schedule might be impacted, and there could be a delay in submitting the final deliverable. In this situation, how should the service provider complete the assignment?

Answer 2: As time is limited, the selected service provider will be required to complete the assignment within the agreed due date. There will be no flexibility with regards to timing, and extensions of the contract will not be considered. The assignment should be completed as per the ToR and prospective bidders should foresee and plan for potential scenarios with measures in place to complete the assignment regardless of potential challenges caused by COVID-19.

Query 3: The ToR has two objectives: review of the programme, and assessment of TA's performance which is the performance of UNDP in the case of this programme. Since the proposals are evaluated by UNDP, what will happen with regards to critical findings related to the role of UNDP as TA provider.

Answer 3: The mid-term review should be independent and credible, and the service provider is independent and free to review and prepare recommendations as per the ToR. Potential critical findings related to UNDP's role as TA provider will not be a concern.

Query 4: Which currency should be quoted in the financial proposal?

Answer 4: The call is for both national and international prospective service providers. They could quote either USD or NPR. UNDP will use the official UN exchange rate to evaluate the financial proposals if any of the bidders have quoted USD.