



AMENDMENT NO. 2

Date: 13 January 2022

Subject: Amendment No. 2 to “Request for Proposal (RFP)” for provision of “Micro Assessments”, Spot Checks”, “Internal Control Audits”, “Financial Audits” within the context of Harmonized Approach to Cash Transfer (HACT) Turkey”.

Ref: UNDP-TUR-RFP(HACT)-2021/12 (E-tendering Event ID: TUR10-RFP-21-12)

Dear Madam/Sir,

Please find “ATTACHMENT-1 for the Answers to Questions received from Prospective Proposers”, within the context of subject RFP issued on 09 December 2021 for provision of “Micro Assessments”, Spot Checks”, “Internal Control Audits”, “Financial Audits” within the context of Harmonized Approach to Cash Transfer (HACT) Turkey”.

You are kindly requested to prepare and submit your Proposals in response to our subject RFP with consideration of these answers, whereas all other clauses of the RFP, except as amended herein, remaining valid.

Please make sure that your proposals are submitted through e-tendering on or before 19 January 2022, 07:00 am (EST/EDT New York Time), as indicated in the e-tendering system.

Attachments:

ATTACHMENT-1 for the Answers to Questions received from Prospective Proposers

Yours sincerely,

UNDP TURKEY Country Office

ATTACHMENT-1 Answers to Questions received from Prospective Proposers

Question 1: FORM G Financial Proposal Forms requests bidders to indicate the breakdown for a single assignment within Ankara. It is our understanding that the assignments would ordinarily be performed at the premises of the Implementing Partners and that these are based all over Turkey. Could you confirm that this understanding is correct and that the reference to Ankara in this schedule is therefore for assessment purposes only?

Answer 1: Most of the assignments within the scope of the prospective Contract are expected to be performed within Ankara. In this regard, reference to Ankara in the price schedules is to identify a unit price for each assignment to be performed in Ankara. (i.e. this price is NOT for assessment purposes only, but will be the unit price in the Contract for one assignment to be performed in Ankara)

In case, travel out of the Ankara is needed, the travel and accommodation costs of these missions will be borne by UNDP/UNICEF or other participating UN Agencies. It is required that the terms of such travels are approved by UNDP/UNICEF or other participating UN Agencies prior to each travel. The costs of these missions may either be covered through corporate travel agencies of UN Agencies or other corporate daily subsistence allowance practices.

In view of the above, proposers shall quote for out-of-pocket expenses for the assignments to be performed within Ankara Province only, and shall not reflect any cost regarding travel outside Ankara province, in Financial Proposal Forms.

Question 2: In FORM G Financial Proposal Forms, can proposers insert additional rows in price schedules for additional personnel requirements (e.g. audit partner), or must they adhere to the suggested format?

Answer 2: As per the requirements stipulated in Form G Financial Proposal Forms given at page number 45 of the RFP, the "Estimated Grand Total amount to be quoted for 3 years" shall be the basis of financial evaluation. In this regard, there is no restriction for inserting additional rows in the price schedules for additional personnel/other cost requirements, based on the solutions of Prospective Proposers proposed as part of their technical proposal, as per Technical Evaluation Criteria section, Criteria # 3.1 given at page #31 of the RFP. However, proposers shall pay utmost attention to quality check the formulization in the excel sheets to ensure that they have the correct calculation throughout the sheets.