QUESTIONS & ANSWERS

Request for Proposal (RFP) Ref. 91166
Implementation Handbook on Interoperable Payment Solutions
23 May 2022

This Q&A document is based on queries received from potential offeror to the abovementioned procurement opportunity.

In some cases, multiple queries were received which effectively refers to the same questions stated in different ways. Such questions have thus been combined and some were edited for better clarity. Below is the final set of questions/requests for clarifications received as of the deadline for raising questions, 20th May 2022, as well as our responses to them:

1. What are the "governance models" that are being referred to? Could you please elaborate on that? Would these be provided to us at start of the project?

   Answer: UNCDF: Governance models refers to the different role the regulators can play in scheme depending on the organizational structure of the scheme. The spectrum of roles the regulator can play includes Oversight, Catalyst, and Operational. It is explained in existing literature in the following document for example, at p28: https://www.cgap.org/sites/default/files/publications/2021_01_Technical_Guide_Building_Faster_Better.pdf

2. We assume that we get access to non-public information to identify key individuals involved in the interoperability schemes as well as internal documentation from the participants throughout the project. Can you please confirm our assumption?

   Answer: UNCDF assumes that, during the desk research phase, the selected consulting firm will be able to identify key individuals to be interviewed. Any non-public information could be shared by the interviewees themselves, but UNCDF does not hold non-public information that will be shared to the consulting firm as an input to the desk research phase.

3. We assume that we will get the documentation from the participants in English and also, the project deliverables would be in English too. Can you please confirm our assumptions?

   Answer: The consulting firm could receive documentation from participants in English but also in French. Deliverables can be provided in English.

4. Would there be a key contact from UNCDF to facilitate setup of interviews with the key individuals, to lend credibility to the project. Also please advise if UNCDF already has an extensive list of potential key stakeholders.

   Answer: UNCDF does not already have an extensive list of potential interviewees. The consulting firm has the responsibility to establish such list. However, UNCDF could facilitate the effort of the consulting firm to connect with the interviewees by sending introduction letters explaining the purpose of the interview and assuring them of how the information from the interview shall be handled by UNCDF.
5. Can you please advise when will the selected party be notified about being awarded this project? From UNCDF point of view, is 20th of June a realistic start date for the project?

**Answer**: As of this time, the contract is expected to be awarded on 15 July 2022. This timeline as well as the start of the project may be delayed if the deadline for applications is extended. Please do check the RFP website for an update.

6. Please explain what is the purpose of Form H: Form of Proposal Security. Is this a mandatory form?

**Answer**: Please note that the Form of Proposal Security is not required. Please disregard Form H.

7. Would it be acceptable to receive the proposal without a physical stamp (official stamp of the bidder) but with an electronic signature? Due to bank holidays in Europe, it will be difficult to submit documentation with a stamp on time.

**Answer**: It is acceptable to submit the proposal without a physical stamp provided that it contains an electronically generated and authenticated signature (e.g., Docusign, not cut-and-paste of signature photo).