



REQUEST FOR PROPOSAL (RFP)

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| UNITED NATIONS DEVELOPMENT PROGRAMME PROJECT NAME AND ID: UNDP-GEF Project "Conservation and Sustainable Management of Key Globally Important Ecosystems for Multiple Benefits", 00101043 | DATE: July 20, 2022 REFERENCE: RFP-2022-049 Development of working design on reconstruction of permanent forest nursery of Katon Karagai national nature park |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Dear Sir / Madam:

We kindly request you to submit your Proposal for **Development of working design on reconstruction of permanent forest nursery of Katon Karagai national nature park**

Please be guided by the form attached hereto as **Annex 2a and 2b**, in preparing your Proposal.

Proposals (Technical and Financial; **Financial proposal must be password protected**) must be submitted on or before **3 August 2022, 10.00 am by Nur-Sultan time (GMT+6)** and via email to address procurement.kz@undp.org with mandatory indication of the Reference **RFP-2022-049** in the subject of your letter.

Your Proposal must be expressed in the Russian language, and valid for a minimum period of 90 days.

In the course of preparing your Proposal, it shall remain your responsibility to ensure that it reaches the address above on or before the deadline. Proposals that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your Proposal by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of the RFP and all other annexes providing details of UNDP requirements.

The Proposal that complies with all of the requirements, meets all the evaluation criteria and offers the best value for money shall be selected and awarded the contract. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price shall be re-computed by UNDP, and the unit price shall prevail and the total price shall be corrected. If the Service Provider does not accept the final price based on UNDP's re-computation and correction of errors, its Proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the Proposal. At the time of Award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Contract or Purchase Order that will be issued as a result of this RFP shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a Proposal implies that the Service Provider accepts without question the General Terms and Conditions of UNDP, herein attached as Annex 4.

Please be advised that UNDP is not bound to accept any Proposal, nor award a contract or Purchase Order, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.

UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a Purchase Order or Contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link: Procurement protest and vendor sanctions | UNDP https://www.undp.org/procurement/business/protest-and-sanctions?utm_source=EN&utm_medium=GSR&utm_content=US_UNDP_PaidSearch_Brand_English&utm_campaign=CENTRAL&c_src=CENTRAL&c_src2=GSR&gclid=EAlaIqobChMllvv4yfac9wIVFASiAxOCxg-zEAYASAAEglbUfD_BwE

UNDP encourages every prospective Service Provider to prevent and avoid conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its Service Providers to adhere to the UN Supplier Code of Conduct found in this link:

https://www.un.org/Depts/ptd/sites/www.un.org.Depts.ptd/files/files/attachment/page/pdf/unscoc/duct_english.pdf

Thank you and we look forward to receiving your Proposal.

Sincerely yours,

DocuSigned by:

Karina Amralina

Karina Yamashita

Procurement Associate

Date: 19-Jul-2022

DS
AB

Annex 1

Description of Requirements

| | |
|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Context of the Requirement | UNDP-GEF Project “Conservation and Sustainable Management of Key Globally Important Ecosystems for Multiple Benefits”, 00101043 |
| Brief Description of the Required Services ¹ | Development of working design on reconstruction of permanent forest nursery of Katon Karagai national nature park |
| List and Description of Expected Outputs to be Delivered | The detailed Outputs and deliverables are given in TOR as Annex 3 |
| Person to Supervise the Work/Performance of the Service Provider | <i>UNDP Project Manager</i> |
| Frequency of Reporting | According to the Terms of Reference |
| Progress Reporting Requirements | According to the Terms of Reference |
| Location of work | Home-based, with trips to Katon-Karagai region, East-Kazakhstan oblast |
| Expected duration of work | 5 months from date of Contract signing, appx. August-December 2022 r. |
| Target start date | Approximately August 2022 |
| Latest completion date | Approximately December, 2022 |
| Travels Expected | As detailed in the Terms of Reference |
| Special Security Requirements | The service provider is required to ensure that its staff has all necessary personal protection related to the COVID-19 in accordance with the current recommendations of WHO and local authorities (masks, gloves, sanitizers, passing the COVID-19 test (if necessary), for the duration of the contract. |
| Implementation Schedule indicating breakdown and timing of activities/sub-activities | <input checked="" type="checkbox"/> Required |
| Names and curriculum vitae of individuals who will be involved in | <input checked="" type="checkbox"/> Required |

¹ A detailed TOR may be attached if the information listed in this Annex is not sufficient to fully describe the nature of the work and other details of the requirements.

| completing the services | | | | | | | | | | | | | | | | | | | |
|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------|--------------------------------|-------------------------------|---------------|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|----------------------|-----|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|----------------------|-----|--|--|--|
| Currency of Proposal | <input checked="" type="checkbox"/> Local Currency, Kazakh Tenge <input checked="" type="checkbox"/> United States Dollars – for international Bidders | | | | | | | | | | | | | | | | | | |
| Value Added Tax on Price Proposal | <input checked="" type="checkbox"/> must be inclusive of VAT and other applicable indirect taxes | | | | | | | | | | | | | | | | | | |
| Validity Period of Proposals (Counting for the last day of submission of quotes) | <input checked="" type="checkbox"/> 90 days In exceptional circumstances, UNDP may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Proposal. | | | | | | | | | | | | | | | | | | |
| The pre-bid conference meeting will take place: | Time: 4.00 pm by Nur-Sultan time Date: 26 July, 2022 Location: Zoom-call In case of interest on participation at the pre-bid conference, please send notification on your participation not later than July 25, 2022 (Close of Business) to email procurement.kz@undp.org with copy to aigerim.batyrbekova@undp.org UNDP will provide the meeting link with all interested participants one day before the pre-bid meeting. | | | | | | | | | | | | | | | | | | |
| Partial Quotes | <input checked="" type="checkbox"/> Not permitted | | | | | | | | | | | | | | | | | | |
| Payment Terms | <table border="1"> <thead> <tr> <th>#</th><th>Deliverables</th><th>Estimated duration to complete</th><th>Review and approvals required</th><th>Sum (approx.)</th></tr> </thead> <tbody> <tr> <td>1.</td><td> Field trip made to Medvedsky Forest Nursery: - general information compiled, planning and cartographic material prepared, forest-site capacity assessment of the survey area made, - study of current conditions in the forest nursery made, - analysis of existing experience in afforestation made, proposals on planting assortments of tree and shrub species drafted Indicator: Report </td><td>8 weeks after the Contract signing</td><td>UNDP Project Manager</td><td>50%</td></tr> <tr> <td>2.</td><td> Working design for reconstruction of Medvedsky Forest Nursery developed and included: - brief description of the object; - activities to be projected as per SoW.2.2 of the ToR; - results of laboratory analysis of soil samples; - technical and economic indicators as per SoW.2.4 of the ToR; - agreement of working design with Katon-Karagai SNNP and UNDP Project. Obtaining a positive conclusion by the state environmental expertise; - approval of working design by Katon-Karagai SNNP Indicator: Working design, approved by Katon-Karagai GNPP </td><td>20 weeks after the Contract signing</td><td>UNDP Project Manager</td><td>50%</td></tr> </tbody> </table> | # | Deliverables | Estimated duration to complete | Review and approvals required | Sum (approx.) | 1. | Field trip made to Medvedsky Forest Nursery: - general information compiled, planning and cartographic material prepared, forest-site capacity assessment of the survey area made, - study of current conditions in the forest nursery made, - analysis of existing experience in afforestation made, proposals on planting assortments of tree and shrub species drafted Indicator: Report | 8 weeks after the Contract signing | UNDP Project Manager | 50% | 2. | Working design for reconstruction of Medvedsky Forest Nursery developed and included: - brief description of the object; - activities to be projected as per SoW.2.2 of the ToR; - results of laboratory analysis of soil samples; - technical and economic indicators as per SoW.2.4 of the ToR; - agreement of working design with Katon-Karagai SNNP and UNDP Project. Obtaining a positive conclusion by the state environmental expertise; - approval of working design by Katon-Karagai SNNP Indicator: Working design, approved by Katon-Karagai GNPP | 20 weeks after the Contract signing | UNDP Project Manager | 50% | | | |
| # | Deliverables | Estimated duration to complete | Review and approvals required | Sum (approx.) | | | | | | | | | | | | | | | |
| 1. | Field trip made to Medvedsky Forest Nursery: - general information compiled, planning and cartographic material prepared, forest-site capacity assessment of the survey area made, - study of current conditions in the forest nursery made, - analysis of existing experience in afforestation made, proposals on planting assortments of tree and shrub species drafted Indicator: Report | 8 weeks after the Contract signing | UNDP Project Manager | 50% | | | | | | | | | | | | | | | |
| 2. | Working design for reconstruction of Medvedsky Forest Nursery developed and included: - brief description of the object; - activities to be projected as per SoW.2.2 of the ToR; - results of laboratory analysis of soil samples; - technical and economic indicators as per SoW.2.4 of the ToR; - agreement of working design with Katon-Karagai SNNP and UNDP Project. Obtaining a positive conclusion by the state environmental expertise; - approval of working design by Katon-Karagai SNNP Indicator: Working design, approved by Katon-Karagai GNPP | 20 weeks after the Contract signing | UNDP Project Manager | 50% | | | | | | | | | | | | | | | |
| Person(s) to review/inspect/ approve outputs/completed services and | UNDP Project Manager | | | | | | | | | | | | | | | | | | |

| | |
|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| authorize the disbursement of payment | |
| Type of Contract to be Signed | <input checked="" type="checkbox"/> Contract for Professional Services |
| Criteria for Contract Award | <input checked="" type="checkbox"/> Highest Combined Score (based on the 70% technical offer and 30% price weight distribution) where the minimum passing score of technical proposal is 70% (490 points). <input checked="" type="checkbox"/> Full acceptance of the UNDP Contract General Terms and Conditions (GTC). <i>This is a mandatory criteria and cannot be deleted regardless of the nature of services required. Non acceptance of the GTC may be grounds for the rejection of the Proposal.</i> |
| Criteria for the Assessment of Proposal | <p>Bids will be evaluated in 3 steps:</p> <p>Step 1. Pre-liminary examination against the minimum eligibility criteria;</p> <p>Step 2. Technical evaluation: maximum obtainable points are 700 (passing score 70% or 490 points and above);</p> <p>Step 3. Financial evaluation.</p> <p>Step 1. Following are defined as the minimum eligibility criteria:</p> <ol style="list-style-type: none"> 1. Full acceptance of the UNDP Contract General Terms and Conditions (GTC). 2. Must have legal capacity to enter into agreements (certificate of registration/re-registration, Charter to be submitted); 3. Financial reporting over the last 2 years (2020-2021), including the balance sheets, profit and loss report 4. Statements confirming the absence of debts in tax authorities for the last fiscal year 5. Certificate of VAT registration, if Contractor is a taxpayer. If Contractor is not a taxpayer, it is necessary to provide a certificate cleared by Company's Head 6. Company's profile, describing the business activities and expertise (engineering design in the forestry, for forest nurseries, green areas); 7. Confirmation of at least 5-years' experience in environmental engineering design (incl. forestry) and implementation of environment protection projects (incl. forestry); 8. List of similar services performed over the past 5 (five) years in the required field (name of the Customer, subject of services/works, year of performed services, contract amount (if possible), including as minimum 3 reference letters from the previous customers 9. Have the valid permissions for environmental design and norming, etc 10. Methodology and implementation plan (indicating the description of methods and procedures to be applied, team composition and distribution of roles) 11. Confirmation in written on available material and technical infrastructure (Internet, PC,s office equipment, field clothing, field inventory (tents, sleeping bags, herbarium nets, etc.), GPS); 12. Availability of qualified personnel with the necessary work experience and qualifications according to the table below to perform work under this ToR, with the provision of a detailed CV, documents confirming the expert's qualifications (diplomas, certificates of advanced training in the subject area, other certificates), as well as written confirmation from each employee that they will be available during the entire term of the contract; |

Step 2. Technical Proposal (70% of the overall assessment, with maximum 700 points calculated as 100% of total technical, o/w minimum obtainable is 70% i.e., 490 score)

☒ Expertise of the Firm [28%]

☒ Proposed methodology and implementation plan [28%]

☒ Management Structure and Qualification of Key Personnel [44%]

| Summary of Technical Proposal | | Weight, % | Max points |
|-------------------------------|---------------------------------------------------------|-----------|------------|
| 1. | Expertise of the Firm | 28% | 200 |
| 2. | Proposed methodology and implementation plan | 28% | 200 |
| 3. | Management Structure and Qualification of Key Personnel | 44% | 300 |
| Total | | | 700 |

| Technical Assessment | | Max Points |
|------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| Competence evaluation of the Company / Organization | | |
| 1.1 | Minimum 5-years experience in environmental engineering design (incl. forestry) <ul style="list-style-type: none"> 5 years – 70 points (minimum requirement) for each additional year - 10 points, maximum – 100 points | 100 |
| 1.2 | Minimum 5-years experience in development and implementation of design and reconstruction projects for forest nurseries, green areas and implementation of environment protection projects, incl. forestry <ul style="list-style-type: none"> 5 years – 70 points (minimum requirement) for each additional year - 10 points, maximum – 100 points | 100 |
| Total: | | 200 |

| Proposed methodology and work plan | | |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| 2.1 | Methodology: <ul style="list-style-type: none"> Available methodology – 70 points (minimum requirement) Proposed methodology clearly presents the algorithm to achieve the deliverables (does not duplicate the Terms of Reference), details and reflects a description of all works stages – 100 points | 100 |
| 2.2 | Implementation plan: <ul style="list-style-type: none"> Available Implementation Plan – 70 points (minimum requirement) Implementation Plan has logical frames for achievement of deliverables, including the role distribution between the team – 100 points | 100 |
| Total: | | 200 |

| Management Structure and Qualification of Key Personnel | | |
|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 3.1 | Forestry Engineer - design engineer (2 experts) | |
| 3.1.1 | Forestry Engineer 1 | |
| | University degree in the forestry: <ul style="list-style-type: none"> Bachelor degree – 7 points (minimum requirement) Master's degree or 5-years university degree (before 1999) – 8,5 points PhD or academic degree of the candidate – 10 points | 10 |
| | Minimum 5 years of experience in the forestry: <ul style="list-style-type: none"> 5 years – 10,5 points (minimum requirement) 1,5 points for each additional year, maximum up to 15 points | 15 |
| | Minimum 5 years of experience in designing the forest nurseries, green areas, etc. <ul style="list-style-type: none"> 5 years – 17,5 points (minimum requirement) 2,5 points for each additional year, maximum up to 25 points | 25 |
| Total for Forestry Engineer 1: | | 50 |
| 3.1.2 | Forestry Engineer 2 | |
| | University degree in the forestry: <ul style="list-style-type: none"> Bachelor's degree – 7 points (minimum requirement) Master's degree or 5-years university degree (before 1999) – 8,5 points PhD or academic degree of the candidate – 10 points | 10 |
| | Minimum 5 years of experience in the forestry: <ul style="list-style-type: none"> 5 years – 10,5 points (minimum requirement) 1,5 points for each additional year, maximum up to 15 points | 15 |
| | Minimum 5 years of experience in designing the forest nurseries, green areas, etc. <ul style="list-style-type: none"> 5 years – 17,5 points (minimum requirement) 2,5 points for each additional year, maximum up to 25 points | 25 |
| Total for Forestry Engineer 2 | | 50 |
| 3.2 | Environmental expert | |
| | University degree in the biology/ecology/geography: <ul style="list-style-type: none"> Bachelor's degree – 10,5 points Master's degree or 5-years university degree (before 1999) – 12,5 points PhD or academic degree of the candidate – 15 points | 15 |
| | Minimum 5 years of experience in studying the flora biodiversity: <ul style="list-style-type: none"> 5 years – 10,5 points (minimum requirement) 1,5 points for each additional year, maximum up to 15 points | 15 |
| | Minimum 3 years of experience with projects on study and monitoring the flora biodiversity, drafting the recommendations on flora conservation and sustainable use. Experience in designing the forest nurseries, green areas, etc.: <ul style="list-style-type: none"> 3 years – 14 points (minimum requirement) 2 point for each additional year, maximum up to 20 points | 20 |

| | | |
|-------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| Total for Environmental expert | | 50 |
| 3.3 | Soil engineer | |
| | University degree in the agrochemistry and soil science: <ul style="list-style-type: none"> Bachelor's degree – 10,5 points (minimum requirement) Master's degree or 5-years university degree (before 1999) – 12,5 points PhD or academic degree of the candidate – 15 points | 15 |
| | Minimum 5 years of experience in the agrochemistry, soil surveying: <ul style="list-style-type: none"> 5 years – 10,5 points (minimum requirement) 1,5 point for each additional year, maximum up to 15 points | 15 |
| | Minimum 3 years of experience in the required field. Skills in sampling and analyzing the soils, subsoils, fertilizers. Skills in agrochemical, ecologic and toxicology soil tests: <ul style="list-style-type: none"> 3 years – 14 points 1 point for each additional year, maximum up to 20 points | 20 |
| Total for Soil engineer | | 50 |
| 3.4 | Land surveyor | |
| | University degree in the geodetic surveying/geography. Knowledge of GIS software: <ul style="list-style-type: none"> Bachelor's degree – 10,5 points (minimum requirement) Master's degree or 5-years university degree (before 1999) – 12,5 points PhD or academic degree of the candidate – 15 points | 15 |
| | Minimum 5 years of experience in topography and geodesy, surveying and designing: <ul style="list-style-type: none"> 5 years – 10,5 points (minimum requirement) 1 point for each additional year, maximum up to 15 points | 15 |
| | Minimum 3 years of experience in engineering design organizations on designing the green areas, forest nurseries, etc.: <ul style="list-style-type: none"> 3 years – 14 points (minimum requirement) 2 point for each additional year, maximum up to 20 points | 20 |
| Total for Land surveyor | | 50 |
| 3.5 | Water engineer | |
| | University degree in the hydrology: <ul style="list-style-type: none"> Bachelor's degree – 10,5 points (minimum requirement) Master's degree or 5-years university degree (before 1999) – 12,5 points PhD or academic degree of the candidate – 15 points | 15 |
| | Minimum 3 years of experience at projected sites, in hydrologic surveys/works, drafting the recommendations: <ul style="list-style-type: none"> 3 years – 14 points 2 point for each additional year, maximum up to 20 points | 20 |
| Total for Water engineer | | 50 |
| GRANDTOTAL for Management Structure and Qualification of Key Personnel | | 210 |

| | |
|----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | <p><u>Step 3. Financial Proposal (30%)</u></p> <p>To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP:</p> <p><u>Rating the Financial Proposal (FP):</u> $FP\ Rating = (Lowest\ Priced\ Offer / Price\ of\ the\ Offer\ Being\ Reviewed) \times 100$</p> <p><u>Total Combined Score:</u> $Combined\ Score = (TP\ Rating) \times 70\% + (FP\ Rating) \times 30\%$</p> <p>The financial offer must be password protected.</p> |
| UNDP will award the contract to: | <input checked="" type="checkbox"/> One and only one Service Provider |
| Annexes to this RFP | <input checked="" type="checkbox"/> Form for Submission of Proposal (Annexes 2a and 2b) <input checked="" type="checkbox"/> Detailed Terms of Reference (Annex 3) <input checked="" type="checkbox"/> Contract template and General Terms and Conditions / Special Conditions (Annex 4) |
| Contact Person for Inquiries (Written inquiries only) | <p><i>Aigerim Batyrbekova</i> <i>aigerim.batyrbekova@undp.org</i></p> <p>Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.</p> |
| Procedure for filing an electronic proposal | <p>IMPORTANT:</p> <p>Applicants must submit their bids via electronic mail procurement.kz@undp.org; with obligatory indication of the name of the contest RFP-2022-049 in the subject of the letter.</p> <p>The technical and financial parts of the Proposal should be presented in separate files. Financial offer (Annex 2b) must be password protected. The password to the Financial Proposal should not be provided to UNDP until a request has been received from the UNDP representative, Aigerim Batyrbekova.</p> <p>Document format: PDF files only; A maximum of 60 characters should be included in the names of the files and should not contain any special characters other than letters; The files to be sent must not contain viruses or be damaged; Maximum file size for one electronic transmission: up to 20 MB; Maximum number of electronic transmissions: 5 messages; Mandatory indication of the subject RFP-2022-049 Development of working design on reconstruction of permanent forest nursery of Katon Karagai national nature park If more than 1 message is used, enter a serial number in the subject.</p> |