



Empowered lives.  
Resilient nations.

## **BIDDER'S CONFERENCE – MINUTES OF MEETING, Q&A,**

RFP/UNDP/BRC-0000195737/027/2022

Tailoring of the Social Innovation Platform to Indonesia context, Development of training material, and facilitator's Pocket book

### **Date and Time:**

20-September-2022 @ 14.00 hrs (GMT +7) via Zoom-Link

### **TO ALL INTERESTED BIDDERS**

Introduction and Guidance		
Information	Bid Conference was opened with following agenda: 1. Explanation on RFP document – administrative issue (closing date, submission & method, delivery place for submitting offer, contract award, etc.). 2. Explanation on the Data Sheet 3. Explanation on the Term of Reference (TOR). 4. Explanation on the Submission Forms 5. Q & A (going through all sessions)  <i>*Bidders were encouraged to carefully read the RFP document before preparing the offer and to check regularly UNDP website for any update/amendment to this tender document</i>	
	<b>Q&amp;A session is incorporated into the below minutes</b>	
1.	Q	We have an ATLAS bidding account, but we experience trouble when tried to bid.
	A	It means the ATLAS bidding account was expired. Do not try to register the new one as it will be a duplication of data. Please contact the procurement unit and send the screenshot of the error by email.
2.	Q	There is an expected travel to the core village listed in ToR. What activity does it needs in the core village?

	A	Depends on your proposed technical plan. But it needs to visit for accomplishing the first deliverable.
3.	Q	In context of TEKAD, the overall service and deliverable is to integrate RPJMDes and RPKDes within TEKAD using SIP?
	A	TEKAD doesn't have its own methodology. That is why SIP can be used as methodology for TEKAD.
4.	Q	Expected Travel includes two frequencies. What is two frequencies for? Is it for FGD session and testing?
	A	There are two locations on each district that should be visited.
5.	Q	For Gender Equality and Social Inclusion (GESI) requirement, what should we provide?
	A	There are two ways you can provide: From internal aspect, you can provide from organization's vision and mission, rules and regulations, standard and procedure regarding the commitment for GESI. Second, you can provide the previous works regarding achievement for GESI.
6.	Q	What does core village means?
	A	TEKAD has concept of core village which village in all over Indonesia becomes pilot project location. The core village involved with implementation of SIP has been determined by Ministry of Village themselves.
7	Q	If our methodology includes sensing and needs feedback from core village. How should it have applied to the deliverables?
	A	Yes. This project is collaborative work between UNDP and TEKAD. It is applied on all deliverables.

21-September-2022