

For Delivering Integrated Local Peacebuilding Solutions

Reference: RFP-PNG-2022-007

Venue: ZOOM Platform

15:30 PM, PNG TIME on 26 September 2022

Members attended the meeting:

Name	Designation
Mr. Ahmad Rashid Watanpahl	Peacebuilding Specialist, Highland Project, UNDP
Mr. Ehsanul K Chowdhury	Head of Procurement, UNDP
Ms. Michaelyn Wembi	Project Associate – CCfP Project, UNDP
Ms. Tania Irakau	Procurement Associate, UNDP
Mr. Clifford Rodrigues	Procurement on SURGE Support, UNDP
Bidders	KPMG, ThinkPlace

Mr. Ehsanul Karim Chowdhury from the UNDP Country Office's Procurement Unit welcomed all the participants. Mr. Clifford Rodrigues then discussed some of the related procurement requirements and also provided an outline of the Technical and Financial proposal submission process, with emphasis on password protection on the Financial proposal forms (Form F and Form G) and mentioning '1' as the Total Bid price in the Atlas eTendering module. Mr. Ahmad Rashid Watanpahl then explained the technical requirements of the TOR.

The participants were then allowed to ask questions for further clarification about the assignment and bid submission process. Following were the questions asked in the meeting or received through the PNG Procurement email and the responses provided by UNDP.

No	Queries	Responses
1	Regarding the implementation timeline, with specific dates, how would it work in case the contract award is delayed?	UNDP wishes the bidders to adhere to the timetable and schedule mentioned in the RFP (TOR Deliverables table) while preparing their proposals. In case of any delay in the contract award, the schedule shall be adjusted before the contract's award without changing the contract's total duration and the number of working days mentioned for each deliverable.
2	Provided that the bidders will have to find qualified individuals locally, it would be better if the timeline could be extended further.	UNDP considered the bidders' request and extended the Bid Submission deadline for another 2 (two) weeks, i.e., 17 October 2022, 5 PM. Other terms and conditions of the bid will remain unchanged. UNDP shall post an amendment to this effect and distribute it accordingly.
3	How much work have you done in this area previously, or is it the first of its kind?	UNDP initiated its peacebuilding programme in the Highlands last year. With some similar interventions, UNDP has partners and activities related to peacebuilding in Southern Highlands and Hela provinces. The justice scoping study is a new

No	Queries	Responses
		activity to be initiated for both Hela and Southern Highlands provinces. The organization of peacebuilding forums needs to be implemented in Hela province only, as UNDP does have another partner implementing in the Southern Highlands. UNDP has access to the communities and may help the contractors to reach out to the government officials and communities using our presence and our local partners.
4	Would UNDP's partner in the Southern Highlands province, who is already implementing the peacebuilding forums, also submit a bid for this RFP?	No. UNDP's existing partner's activities will be limited to Southern Highlands Province only; they won't be submitting a proposal for this RFP.


























Note: Above Clarifications in response to queries raised during the pre-proposal meeting and amendments (if any) shall be an integral part of the ITB document and supersede all provisions as applicable.

Annexs:

- 1. Screenshot of the attendees in the pre-bid meeting**

Annex 1: Screenshot of the attendees in the pre-bid meeting

Participants (7)

	Clifford Rodrigues (Co-host, me)	   
	Ehsan Chowdhury (UNDP-PNG) (Host)	  
	Tania Irakau (Co-host)	  
	wosterberg	 
	Michaelyn Wembi	 
	Rashid Watanpahl	 
	Rohan Doherty (ThinkPlace)	 

Recording...

View

Ehsan Chowdhury (UNDP-PNG)

Clifford Rodrigues

Tania Irakau

Rohan Doherty (...)

W Osterberg (KP...)

Rashid Watanpahl

Michaelyn Wembi