**Questions and Answers upon results on the Pre-Bidding Conference**

**Ref. 416-2021-UNDP-UKR-RFP-BMO**

**«Design and delivery of a medium-term cross-disciplinary in-person and remote training with a practical coaching component for leaders of selected SME Business Membership Organisations (BMOs)»**

**July 15, 2021, 15:00, Skype meeting**

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|  | **Question** | **Answer** |
| **1** | What has been fundamentally changed in the provisions of the current tender documentation compared to the previous version? | 1. Now there are only 2 groups of participants, not 3;  2. Broadcasts of lectures can be done once;  3. Considering revised budget, following UNDP tendering procedures, form of solicitation document template has changed. Bid submission type has changed as well. Bids should be submitted via online eTendering system. |
| **2** | Questions regarding the budgetary part of the proposal: the cost of services of MBA graduate coaches is oftentimes quite high, what should be done in this case? | Coaching is an important part of the future business school's activities. Taking into account the previously submitted applications for participation in the tender, the tender documentation was revised and appropriate adjustments were made. In particular, UNDP does not set specific limits on the cost of coaching services. |
| **3** | In the ToR it is indicated that on one day certain face-to-face lectures are held for the leaders of the BMOs and in parallel they are broadcast for about 100 people related to one or another BMO. And on another day, offline lectures are held for one specialized representative from each BMO. In this case, these specialized representatives can join the broadcasts , as well as attend face-to-face submodules, right? | Yes, they can join the broadcasts.  But submodules which are held only for the specialized representatives of the BMOs will not be broadcast. |
| **4** | Can a coordinator be a lecturer at the same time? | Yes, if he/she meets all the requirements specified in the ToR. |
| **5** | Is it possible to replace coaches with others during the learning process? Are coaches indicated in the Contract on a permanent basis? Will it be necessary to make any additions to the Contract in this case? | Coaches can be replaced, since the candidacies of coaches are not specified in the application.  Your bid should contain CV `s of 5 people who form the project team (leader, methodologist, 3 coordinators).  The project team personnel, in process of contract implementation might be changed on exceptional condition and upon UNDP approval.  Lecturers, teachers and coaches can be replaced during the training process at the discretion of the project team. |