

Pre-bid meeting minutes

Ref #: UNDP-RFP-2021-243 – Rights based community stabilization

Venue: Online Meeting (Zoom)

Date and Time: Wednesday, August 12, 2021; 03:00 to 4:45 PM (PST)

UNDP Representatives:

- 1) Seemab Rashid; Sr. Procurement Associate, UNDP
- 2) Dr. Simbal Adnan Khan; IC – Community Stabilization Expert; UNDP, DHL Project
- 3) Asif Ahmad; Finance and Admin Associate; UNDP, DHL Project
- 4) Ambreen Naz; Programme Associate; UNDP, DHL Project

Bidders:

- 1)M/s Pak Women
- 2)M/s Balochistan Rural Development Society (BRDS)
- 3)M/s Bright Star Development Society Balochistan (BSDSB)
- 4)M/s Society for Empowering Human Resources
- 5)M/s SOCIETY FOR COMMUNITY DEVELOPMENT (SCD-PAKISTAN)
- 6)M/s Women Empowerment Pakistan (WEP)

The pre-bid meeting was organized by UNDP for the RFP # UNDP-RFP-2021-243. During the said meeting below mentioned questions were raised by bidders. Point wise reply of these Questions are given below for information of vendors.

Questions and Answers during pre-bid meeting:

1: Composition of groups for ISGs.

Answer: 20 Integrated Support Groups (120 men and 120 Women). Total 240.

2: Will the vocational skill training be Trade Testing Board approved trainings?

Answer: Training Institute to be affiliated with Trade testing board. Also, the training certificate to be approved / issued by Trade Testing Board upon completion of the training course.

3) Will ISGs be required to be registered with SWD or not.

Answer: Registration is not mandatory

4) There is only one grant, or more than one grant will be awarded?

Answer: Only one contract against the grant to be awarded. Joint venture is not an option.

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5) Any budget limitations for whole project?

Answer: We have elaborated the whole financial proposal template and its rationale for estimated costing involved. Bidders need to submit their proposal in line with local market and implementation needs. However, internal budget estimates are for UNDP reference only.

6) Can refugees be included or not.

Answer: The project is for Pakistan Nationals and CNIC is required for registration therefore refugees cannot be included.

7) Will the vocational skill training be Trade Testing Board approved trainings?

Answer: The trainings are designed in line with the Trade Testing Board standards but are not approved as such.

8) Power of attorney and Declaration.

Answer: - Power of Attorney issued on stamp paper to the authorized representative(s) who is submitting bid documents and would be corresponding with UNDP on behalf of organization.

Declaration: An Affidavit on stamp paper that the proposer/bidder has never been blacklisted by any institution / department / agency and that it has not been involved in litigation with any of its clients.

9) Please specify project target area overall district Quetta or Specific UCs.

Answer: Union Councils in Quetta District.

10) Can bidders provide audited financial statement for year 2021?

Answer: Not all bidders have audited financial statement ready for 2021, hence it was decided the previous year's financial statements would be considered for this project.

Important Note:

The closing date of the tender for the submission of proposals has been extended to **26th August 2021 12:30 PM PST or 3:30 am EDT**, keeping in view local holidays of Independence Day and Aashoora holidays.

Daud Sharif 19-Aug-2021

Endorsed by:

Daud Sharif
Project Manager
DHL-UNDP

