

RFP-TURA-2021-15EEE (LRPS-2021- 9168651)

LONG-TERM ARRANGEMENT

NATIONAL INSTITUTIONAL CONSULTANCY

(3+2 years)

“Develop materials for the ‘Increasing Quality of and Access to Early Childhood Education Services (ECE) Project’ National Campaign”

Question (Q): *For the OUTDOORS CAMPAIGN; In the response to clarifications document on page 1, it is stated that the renting costs for outdoor installations/implementations will be covered by the consultant company. In this context, to be able to make a financial offer for this could you please;*

Q- Provide the list of 30 provinces to be covered since placement of outdoors change from province to province. The first 20 provinces are:

Response (R): Adana, Ankara, Antalya, Aydın, Bitlis, Bursa, Diyarbakır, Erzurum, Gaziantep, İstanbul, İzmir, Kastamonu, Konya, Manisa, Mardin, Samsun, Şanlıurfa, Tekirdağ, Trabzon and Van. The other 10 provinces will be decided by UNICEF in the following days.

Q-Clarify how long these outdoors will remain in place, namely will they remain in place for the total 30 days mentioned in the ToR

R: It is not possible to specify the duration and the location of these outdoors at this stage. During the contract implementation, this part will be decided by UNICEF. Therefore, bidders are requested to take this situation into account while submitting their proposals.

Q-Where in the financial offer template will these be entered and in what format, since the latest financial table does not have any section for this purpose.

Response (R): The relevant line is added accordingly to the latest version of the financial proposal.

Question (Q): *For the SOCIAL MEDIA; It is stated in response to clarifications document on page 1 that the estimated target reach for the social media campaign is 20 million and that the social media advertising costs should be separately submitted/provided by companies and that this has been reflected to the financial proposal template. However, on page 2 of the same document it has been stated that the related task (XX) only includes the production of 10 social media GIFs. Thus these two clarifications provided for this task are conflicting and no change to reflect this has been made in the mentioned template. Could you please clarify this point.*

Response (R): UNICEF will be conducting the social media campaign itself, while the consultant will be responsible from preparing the social media materials.

Question (Q): *For the BASELINE ASSESSMENT; In the 2nd revised version of the ToR on page 3 it has been stated that fees for baseline assessment costs and outdoors renting costs will be provided by the bidders separately and it is further explained in the footnote that the amounts provided by companies for “assessment costs and outdoor renting costs,” shall be the maximum/ceiling amounts for these items, but, the payments of these services to the affected to the contractor will be made as actual invoices. In this context,*

Baseline assessment is seen as one of the main tasks of the contract as per the ToR and also the financial proposal template. Thus, it should be considered as part of the main contract and also one of the main competencies of the companies who are bidding for the contract. With the latest clarifications/revisions it seems that this main activity has been removed from the main activities and set aside as sub-contracting. However, the financial proposal template has not been changed. Could you please clarify this point since it also affects the structure of the consortium.

Response (R): Baseline assessment is still a part of the main activities.

RESPONSES to CLARIFICATION REQUESTS RECEIVED FROM PROSPECTIVE BIDDERS:

Question (Q): *For FINANCIAL ASPECTS, In the 2nd revised version of the ToR on page 3 it has been stated that fees for baseline assessment costs and outdoors renting costs will be provided by the bidders separately and it is further explained in the footnote that the amounts provided by companies for “assessment costs and outdoor renting costs,” shall be the maximum/ceiling amounts for these items, but, the payments of these services to the affected to the contractor will be made as actual invoices.*

Could you please clarify, whether the UNICEF will provide the awarded company with a VAT exemption document.

Q-Will the companies who undertake these two actions invoice the UNICEF directly?

Q-If not then how will the contract reflect the VAT incurred to its invoice to the UNICEF?

Response (R): UNICEF is exempted from VAT (Value added Tax) and payments are made excluding VAT. Therefore, a “VAT Exemption Form“ will be provided to the successful contractor only. Nevertheless, this VAT Exemption Form is not applicable/transferable or subject to use by the subcontractors of UNICEF’s direct contractor.

In this regard; this is to inform the prospective bidders that only the invoices to be submitted directly to UNICEF by the contractor should be prepared excluding VAT by the suppliers/ companies. - Other/third party costs of successful contractor that will be raised during the contract implementation to conduct this work in line with the requirements- are the bidders’ responsibilities and the relevant taxes should be paid by the contractor to their subcontractors as per the local law. Accordingly, the price proposals should be quoted taking into consideration these cost adjustments and taxes.

