

Q&A

RFP/RBAP/2021/02

Capacity Development Assessment and Delivery of a Learning Event on GBV

Tendering Period: 10 - 24 September 2021



No.	Questions	Answers
1	When do you plan to award the project? The deadline for submission is the 24th of September, and the first milestone is already on the 1st Oct (Inception report and work plan for the learning needs assessment).	We will award the project as quickly as possible. If necessary we will delay the milestones, however the first milestone is only an inception report and work plan.
2	The assessment will be across 11 countries in the region - is there an existing network of offices and partners we can tap into for information gathering, or would we need to build upon our own network?	The selected contractor will be provided with contacts for UNHCR operations and partners in the operations.
3	Is knowledge of any of the local languages required, or will all material be available in English?	Everything will be delivered in English.
4	For the learning event - Who would be the participants? How many participants are you looking at? What is the level of experience and prior knowledge of the participants in the field of GBV?	This will largely be determined based on the capacity assessment. However, we can estimate around 40 - 60 participants. The expertise in GBV will depend on which participants are targeted, however it is likely that the level of knowledge will be intermediate.
5	Do you require a virtual events platform or to stream content to a social media platform (ex. Youtube, LinkedIn)?	Yes we would like to have a platform. We prefer to use institutional tools such as Microsoft Teams where possible, but we are open to other solutions.
6	On the day of the event, would presentation material live or simulative (pre-recorded then played live)?	Could be either or both - the way that people will learn best should be determined as part of the assessment.
7	What level of interaction between the presenters and the audience is expected?	Participants generally appreciate high levels of interaction. However, again, the best ways of learning should be identified as part of the assessment.
8	Is there a need to score participants?	To be determined as part of the capacity assessment.
9	Do you require breakout sessions?	Generally breakout sessions are appreciated by participants, so it is advisable to plan for this.
10	Is the RFP for the provision of Capacity Development Assessment and Delivery of a Learning Event on Gender Based Violence (GBV) open to a consortium as well, or only individual companies?	Yes, this RFP opens for proposal from a consortium as well.

END OF Q&A