



UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

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AA/KP

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Subject: Clarification No. 1
Request for Proposal (RFP) No. 7000005126

1. A request for a two-week extension of the submission deadline, is it possible?, and If the submission deadlines is extended will the date for the clarifications also be extended?

Due to the project timeline, the extension is not possible.

2. Proposal Submission date: To implement this project, the service supplier needs to have deep knowledge and expertise on both the geothermal engineering and the general industry situation, particularly the agriculture business in the target countries. In order to prepare sound proposal, the candidate supplier needs some time to collect relevant information and the given deadline is too tight to conform. We request to extend the proposal submission date by two weeks to “by 17 December 2021, 17:00 pm, Austria time zone.

The detailed background research on the country context should be done during the execution of the contracted work. Please elaborate approaches taken in the proposal.

3. Project starting: The Consultant will make available their experts as scheduled later; however, do you have an estimation of the number of weeks expected to pass from Proposal submission date to Activity 1, “Contract signing and Work starting”?

In case of contract award, there is one month period for completion of inception report including UNIDO’s review and clearance. The work of Activity 1 immediately follows. Please refer Section 4. Reporting as well as the Annex 1.

4. Can a Japanese Services provider (“the Contractor”) sub-contract local overseas Services supplier(s) and entrust part of the scope of Services described in the TOR?

Yes.

5. Can the Contactor be a Joint Venture of two Japanese Services suppliers?

Yes.

6. Can the Contactor be a Joint Venture of Japanese Service suppliers and the local Service supplier which is a subsidiary of Japanese Service supplier?

Yes.

7. The project term is scheduled to be one year. In this case, it seems there is a mistake in scheduling Final Report submission at “five months” after contract signing.

It should be read as twelve months.

8. Please confirm whether the terms “inception event” and “promotional event” both refer to the “showcase event” to be held in Tokyo (Activity 1.4).

Yes. “inception event” and “promotional event” means the same event under the Activity 1.4.

9. Kindly confirm whether the intended meaning is “one hard copy (original document) with one electronic copy”.

Please discard “hard copy”. All documents should be provided to UNIDO with one electronic copy consisting of the following electronic files: PDF file; Original work files (WORD, POWER POINT, EXCEL, etc.) as well as photographs and video recordings (if available).

The electronic copy can be provided via e-mail, if the nature and size of the files make it possible. Otherwise, the electronic copy will be provided in a CD or DVD copy. All deliverables and related documents should be provided in English.

10. Financial Proposal: Does the project Budget (up to \$us 500,000) found in page 1/6 of TOR include direct costs related to Tokyo event overseas attendees? (Say, inland transportation, per-diem, lodging, visa, etc.)

No. The costs associated with the participants from identified countries are separately covered by UNIDO. The contractor should cover the cost associated with organizing events (e.g., conference package cost).

11. Visa arrangement: Visa arrangement procedures shall be made by attendees themselves. This Consultant can only provide “Invitations Letters” for each overseas attendee to the Tokyo event.

This is acceptable.

12. Logistics: If requested, Consultant may cooperate with logistics arrangement regarding inland transportation and lodging; however, costs incurred due above logistics are not included in our economic proposal. (Nevertheless, Consultant will mind to arrange and budget a conveniently located and easy-to-access venue for the Tokyo event).

This is acceptable. No need to cover the cost of inland transportation and lodging.

13. Travel costs: This Consultant cannot foresee and manage visa costs, International travel costs, etc. related to overseas attendees to the Tokyo event. Please kindly confirm that above relevant items are considered "out of the scope of supply by Contractor"

No need to cover the cost of visa, international travel for the participants from identified countries. These are covered by UNIDO separately.

*Procurement Services Division
Directorate of Corporate Management and Operations
Department of Operational Support Services*