

Date: 8-16-2023

To: **All Bidders**

From: **International Development Law Organization, Headquarters Procurement Unit**

Subject: Clarification RFP NO. N_0723-LIB_001

Clarification No: 1

Reference is made to IDLO RFP NO-0723-LIB-001 issued on August 4, 2023 for the procurement of Service Provider to provide training for PDF beneficiaries for Basics Computer and Database Administration through IDLO Tenders website.

Please find hereunder the queries received and IDLO's response to them.

1. Is there a page limit for the technical and/or financial proposal? If so, could you please indicate such?

Response: There is no page limit for the technical and Financial proposal but proposal must be limited to a maximum of 10MB, virus – free and no more than two emails transmission.

2. Could you provide any information on the budget ceiling? How much have you earmarked for training each person? If you can't provide such information, will you be willing to enter into negotiation with a bidder during the award phase?

Response: NO, information on budget ceiling, amount earmarked for training per person can not be disclosed. You are invited to submit your most competitive offer.

3. Considering the upcoming elections in Liberia, do you anticipate adjusting the training duration and/or timeline to accommodate for any disruptions?

Response: Adjustment in the training duration and timeline might be considered after the contract is awarded, and during the inception meeting .

4. We are applying as the prime, but intends to partner with another organization as a sub-partner. This is different from the description provided in the JV or consortium. We intend to submit a signed letter of commitment from our sub-partner as opposed to a JV or Association agreement. Will the letter of commitment from our sub-partner meet the criteria?

Response: All information regarding JV or consortium is provided in the RFP ANNEX A SESSION -13. Any deviation is not acceptable and rendered your BID Invalid.

5. Have you identified the names, institutions, and locations of the individuals to be trained? Do you expect the contractor to support you in validating the final list of trainees?

Response: The Identification of names, institutions, locations and validating processes is solely the responsibility of IDLO.

For your consideration while preparing your response to the above mentioned RFP NO-0723-LIB-001, All other terms and conditions of the tender remain unchanged and remain applicable in full force.

We appreciate your continuous interest with IDLO and looking forward to receiving your valued offer.

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