

Pre-Submission Meeting Minutes

Call for Proposals: Ref: ATscale/Grant/2024/015 - Prepositioning Assistive Products for Humanitarian Emergencies

26 July 2024, 11:00 CET

The UNOPS ATscale representative/meeting chair (Programme Support Specialist) started the meeting presenting the agenda and introducing the team. He went through the documents to be submitted and the important deadlines. Then, the UNOPS ATscale Technical representative (Senior Programme Manager) presented the Scope of Work of the CFP, clarifying the scope of the technical requirements and finally the UNOPS ATscale representative/meeting chair (Programme Support Specialist) went through evaluation methodology and criteria and reporting requirements.

A session of questions and answers took place for the rest of the meeting. Transcription of the questions and answers can be found in the table below:

Questions and Answers

#	Question and Answer
Question - 1	Can the prepositioning of assistive products be done at regional or country level ?
Answer - 1	As mentioned in the CFP and during the presentation, the prepositioning of assistive products must be done at global level. ATscale is looking for global capacities to reach any region across the world. Therefore, assistive products must be prepositioned in a Global Humanitarian Logistic Hub.
Question - 2	What kind of exit strategy is applicable to this programme ?
Answer - 2	ATscale would like to receive propositions encompassing an exit strategy at the end of the programme implementation period of twelve months. While ATscale acknowledges there is no perfect exit strategy, a proposition could be either to use specific funds from a new humanitarian crisis for which the prepositioned kits will be used to replenish the stock, or to seek for additional funds from donors interested in funding prepositioning of humanitarian goods. ATscale remains open to any other relevant proposition that should be elaborated in the applicant's proposal.
Question - 3	Can an applicant propose other assistive products that the ones listed in the AT10 kits ?

Answer - 3	At minima, the applicant needs to include in its proposition the assistive products of four AT10 kits. If the budget allows, the applicant can add other relevant items for protection or health needs of persons of concern (persons with disabilities, persons with injuries, persons with other health conditions, elderly people, etc.).
Question - 4	If the assistive products are not distributed before the end of the programme implementation period, what use of the stock is expected?
Answer - 4	Two options are mentioned in the Call For Proposal : <ol style="list-style-type: none"> 1. The implementing partner has a sustainable plan for maintenance/rotation/refurbishment, including financing from other sources (i.e. emergency funds for a country specific response, funding for emergency preparedness, internal funds, etc.) to ensure the continuation of the prepositioning activities after the implementation period. 2. In case the implementing partner cannot maintain/rotate/refurbish the stock through other sources of funding, prepositioned AT10 kits should be dispatched and distributed in response to a current humanitarian emergency. Final destination subject to ATscale approval prior to deployment.
Question - 5	If there is no new crisis during the implementation period of twelve months, and as the required kits represent an important number of assistive products, what would be expected to happen operationally with the remaining assistive products?
Answer - 5	As mentioned in the second option mentioned above (“prepositioned AT10 kits should be dispatched and distributed in response to a current humanitarian emergency. Final destination subject to ATscale approval prior to deployment”), ATscale believes that there are already sufficient L3 level (according to UNICEF rating of humanitarian emergencies) ongoing emergencies that could be relevant for dispatching the remaining assistive products at the end of the twelve months implementation period, in countries such as Sudan or Haiti, for example. These crises are likely to last for more than the implementation period. For Gaza, it will have to be discussed as there is no clarity on the existing stocks of assistive products prepositioned at the border with Egypt. Other protracted crises can also be relevant (South Sudan, DRC, among others)
Question - 6	Can an applicant include human resources dedicated to manage the stock of assistive products in the proposition ?

Answer - 6	ATscale will consider the human resources required for procurement, storage, transportation and delivery of assistive products, and also for coordination with relevant stakeholders.
Question - 7	What is the flexibility of the funding allocation ? Does the funding cover only the assistive products procurement or also the stock management ?
Answer - 7	ATscale proposes to implement the activities through a Grant modality to offer the applicants the opportunity to include all relevant activities related to prepositioning of humanitarian goods. As described in the CFP, it includes procurement of products, storage, transportation, delivery, but also coordination with relevant stakeholders.
Question - 8	Would it be compulsory to have the assistive products packaged in kits or packaging in kit or would it be possible to store the assistive products in bulk?
Answer - 8	The applicant can decide how the stock of assistive products is managed and it should be stated in the proposal. However, the assistive products shall be delivered according to the list of AT10 kits.
Question - 9	Is it compulsory to preposition the assistive products in a UN Logistic Hub?
Answer - 9	It is preferable, as in case of humanitarian emergencies, a lot of humanitarian goods are sent from UN Logistic Hubs. However, ATscale remains open to any other relevant solution that will allow the rapid delivery of assistive products on site, in coordination with UN agencies and other relevant humanitarian actors
Question - 10	Are countries where Displacement/Refugee crises are ongoing considered, including Refugees hosting countries, for provision of assistive products at the end of the implementation period ?
Answer - 10	Yes, as assistive products included in the AT10 kits are relevant for all Displacement/Refugee crises.
Question - 11	Is it compulsory to preposition the four (4) AT10 kits in the same location ?

Answer - 11	It is preferable the four (4) AT10 kits are prepositioned in the same logistic hub, in order to simplify storage management and follow-up. However, the applicant is free to propose any other solution it might find relevant, and if it is well justified in the proposition.
Question - 12	Should the four (4) AT10 kits be distributed all at the time in the same location?
Answer - 12	The four (4) AT10 kits could be transported and delivered all together, or only one (1), two (2) or three(3). It will depend on the needs identified.
Question - 13	As in some countries access might be difficult, will it be possible to use a national partner for prepositioning the kits at country level?
Answer - 13	No, this CFP is for global prepositioning only. ATscale is currently seeking for additional resources to preposition assistive products at country level as well.
Question - 14	Is the partnership with a global logistic hub for prepositioning humanitarian goods compulsory for the submission?
Answer - 14	Yes, it is required to have at least a MoU (or similar arrangement) with a relevant logistic hub to demonstrate the capacity of the applicant to preposition the assistive products within the project implementation period.

Note: This is not a transcription of the meeting and it is summary minutes of the meeting. Please kindly see in the link for [video recording](#).