



CLARIFICATIONS (No.1)

To RFQ UNFPA/USA/RFP/24/029

SUPPLY/PROVISION OF LOGISTICS AND EVENT MANAGEMENT TO UN ARMENIA

No.	Questions/Request for Clarification	Answers/Clarification
1	The available vehicle fleet related to buses/minibuses/coasters in Armenia is covered by vehicles produced earlier than 2023-2024. Meantime, we guarantee to offer the most recently manufactured options for the above-mentioned vehicles, which periodically fully pass the technical examination and comply to all safety requirements. Please confirm that vehicles produced earlier than 2023 can be offered. Also, please indicate whether the technical/VIN codes of the offered options to be provided in the bid?	Yes, vehicles produced earlier than 2023 can be offered. No technical/VIN codes will be provided.
2	In the submission form ANNEX F: PRICE SCHEDULE FORM, item 12 refers to UNDSS recommended hotels list, which should be attached, but we could not find it in the attached documents. We would appreciate your advise where the list of recommended hotels could be found?	Please refer to Amendment No. 1 published in UNGM
3	Is there a specific Excel file template we should use to fill in the offer, or should we create the file ourselves?	You can create your own file.
4	Should we indicate our national currency in the financial section, or should it be in USD only? As you may know, the only legal trade currency in Armenia is the AMD (Armenian Dram), so all the rates we receive are in AMD. Based on this, we could include our national currency in the financial bid form and provide a link that automatically and accurately converts it to USD in accordance with monthly currency updates. Would this approach be acceptable?	All prices shall be in US dollars (USD) only. Should the submitted Bid result in a LTA, UNFPA will enter the services into an e-procurement system maintained by SCMU that can only accommodate USD.

5	Could you kindly provide us with an updated link to the monthly UN Operational Rate of Exchange? Unfortunately, the link provided in the RFP file is not working.	https://treasury.un.org/operationalrates/OperationalRates.php
6	<p>In SECTION II: TERMS OF REFERENCE (TOR), there is a list of services to be quoted at a fixed price. Paragraph 1 states:</p> <p>“Transportations & Airport Pickup: using same or previous year Vehicle Models including driver, fuel, at least 120 KM per day free, recommended brands such as EU, Japanese or Korean brands, all safety and security tools including First Aid kits available in each vehicle.”</p> <p>Could you kindly clarify the meaning of "at least 120 KM per day free"? Does it mean we should calculate an hourly rate, taking into account that each vehicle will cover at least 120 km daily?</p>	Yes
7	Would it be acceptable to offer prices for vehicles based on a per-kilometer rate instead of a per-hour rate?	To ensure a consistent and accurate comparative analysis of proposed rates, kindly adhere to the presentation format specified in the Request for Proposal (RFP) document.
8	<p>In SECTION II: TERMS OF REFERENCE (TOR), there is a list of services to be quoted at a fixed price. Paragraph 2 states:</p> <p>“Food & Beverage Meals: catering outside hotels in/out.”</p> <p>Could you kindly clarify what is meant by “in/out”?</p>	In doors and outdoors
9	Would it be acceptable to offer prices for the driver’s overnight stay based on a nightly rate rather than an hourly rate? The reason is that hotels, hostels, and guesthouses typically provide rates per night rather than per hour.	To ensure a consistent and accurate comparative analysis of proposed rates, kindly adhere to the presentation format specified in the Request for Proposal (RFP) document.