Deadline of Submission of Proposals: 21 July 2014

Additional information:

UN Women office in Nigeria has received requests to provide more information from a prospected firm, however for the sake of transparency and fairness, UN Women office is only providing its response here as follows:

1) Who is eligible to apply for the requested proposal?

-Any eligible and competitive firm or person can send the proposals.

2) How many experts required for this mission?

- Please indicate number of experts going to be deployed to complete the task in given timeframe.

3) Indicative budget?

- Please provide realistic budget, however UN Women is not in a position to indicate expected budget.

4. Is it necessary to provide the academic and professional certificates of consultants deployed on the filed?

- It is mandatory to provide the CVs of key personnel deployed on the field together with the CVs of persons in charge of Management.

5. What kind of documents are required to highlight information on technical and financial capacity?

- The form “RFP Technical Proposal Form - Baseline Survey” is attached which provides required information. Further, the following documents should be provided;

- Organisation brochures, leaflets, web address, and if possible, a copy of registration document;

- Information on track record and experience for the last 5 years related with particular task;

- Past performance appraisals from hiring firms or individuals.

6. How many copies of technical and financial proposals are required to present?

- One each on a separate envelope.

7. How many pages should the methodology be composed of?

- There is no limit but should include all relevant information and as less as possible.