

<b>UNICEF Consultancy Services</b>	
<b>RFPS-USA-2014-501867</b>	
<b>Queries</b>	Date: 08/15/2014

S. No	Description
1	<p><b>Query</b>  <b>Page 9 of 35   7.0 References</b>  Our company provides the following services to clients:</p> <ul style="list-style-type: none"> <li>a. Assembling teams for Evaluations of Humanitarian Programming</li> <li>b. Crisis Response deployments and Humanitarian Response Staff Care Needs Assessments, with support systems for people responding to emergency situations</li> <li>c. Conflict Resolution Facilitation Engagements</li> <li>d. Assembling teams for Evaluations and Assessments of Development Programming</li> <li>e. Organizational Capability Needs Assessments (e.g. Emergency Preparedness, Change Management)</li> <li>f. Training on topics such as: Leadership Development, Humanitarian Coordination, Conflict Awareness, Resiliency and Stress Management</li> </ul> <p>Please indicate if UNICEF considers these services as ‘similar’ for purposes of identifying relevant references for this RFPS.</p> <p><b>Response:</b> Refer the RFP for requirements. UNICEF is looking for consultants/institutions with experience in both humanitarian and development programme planning, implementation, monitoring and evaluation. Experience and proven capacity to guide / support (respective) sector wide assessments, reviews and building of consensus through strategic multi-stakeholder engagement, combined with strong report writing is essential.</p>
2	<p><b>Query</b>  If yes, please also indicate if they represent ‘experience of the institution in deployment and support of consultants to emergencies / humanitarian’ [Annex 1, Section 8 (pg. 24)].</p> <p><b>Response:</b> ‘experience of the institution in deployment and support of consultants to emergencies / humanitarian’ means: number of years/man hours of staff or consultants deployed to countries to support emergency/humanitarian response. Recent experience is considered more favourable than dated exposure / deployments.</p>
3	<p><b>Query</b>  <b>Page 20-21 of 35   5. UNICEF RESPONSIBILITIES</b></p> <p>Please clarify the apparent overlap in responsibilities between UNICEF and the Institution/Consultants regarding in-country transportation. This section states that UNICEF will be responsible to: ‘Provide introductions, connectivity and transport in-country for deployed personnel’; and also states that the Institution/Consultants will be responsible for: ‘Transport and accommodation of government and/or NGO staff who are/were involved in program work and who will be resource persons to the study’.</p> <p><b>Response:</b> UNICEF will provide <u>in-country</u> transport for <b>internationally deployed personnel/consultant</b>.</p> <p>The consultant will however be responsible for in-country transportation of <b>national</b> support staff and resource persons (NGO, Government or consultant) if needed.</p>
4	<p><b>Query</b>  <b>Page 21 of 35   6. EXPECTED DELIVERABLES AND TIMELINE</b></p> <p>Per Annex 1, Section 6 (pg. 21), please clarify if the PDNA/PCNA Guides will include tools to measure trainees’ strength of sectoral understanding, or other ways UNICEF anticipates</p>

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	<p>validating deliverable A.</p> <p>Is it possible for UNICEF to provide Word Document versions of any forms UNICEF is requesting applicants to use in proposals (i.e. Bid Summary Form).</p>
	<p><b>Response:</b> The PDNA/PCNA Guides will suggest criteria against which to subjectively assess trainees' strength of sectoral understanding and programming and, more importantly, their suitability for various roles within PDNA/PCNA initiatives.</p> <p>Word document version of Bid Summary form is attached.</p>