31. In the Section VI – Annex D: Bidder´s previous experience, you require this annex to be countersigned and stamped by a Chartered Accountant. What do you mean by this Chartered Accountant?

Also I would like to know what do you mean by the „live examples of working with international organizations“?

Annex D: Bidder´s previous experience, you will need to list real experiences you had with internatioanl organizations. This documents needs to be verified by a chartered accountant, who is a qualified accounting professional.

32. What is the target audience for the translations into English? Is it required to involve English native speaking translators or would it be sufficient to involve translators with excellent command of English?

Native speakers are not necessarily required, the quality of the interpretation or translation is important. The target audience can vary from young people to health professionals, general public to high level government officials.

# Evidence that euroscript possess experience in the geographical area (page 46 of the RFP). Would you please clarify  - what evidence is meant here? And what is the geographical area?

# The geographical area is Eastern Europe and Central Asia. The bidder is requested to demonstrate their experience in this region if applicable.

1. I was wondering if you could clarify the following for me in relation to the Instructions for Preparing Technical Bid, Section II, Annex A: Point 7 states that ‘UNFPA requests Bidders to submit information on environmental and social policies and any related documentation in their Bid.’ Could you clarify what ‘social policies’ are being referred to?

# UNFPA is incorporating environmental and social criteria considerations into the evaluation process,

# such as adherence to Global Compact requirements. Please refer to Article 38.1 of the

# Section I: Instructions to Bidders

1. Can we provide our bid for written translation services only?

Yes, you can bid for translation services only or for interpretation services only, or for both.

1. It was stated that "a.       Do not submit Bid documents to any other email address, sending the Bid to any other email address, including as a carbon copy (cc), will violate confidentiality and result in the invalidation of the Bid." Can we not CC to our own email address ?

For confidentiality reasons, the bids should not be shared with UNFPA staff before the bid opening date; there is a designated email account for the procurement for this reason.

1. Will  it be accepted to offer 2 versions of test translation?

No, only one translation can be sent.

1. In Section I : Introduction to Bidders, Part E, point 27.1 it states that ‘The Technical evaluation of the bids will be conducted for translation and interpretation separately.’

Could you clarify if therefore you require 2 separate Technical Proposals, and separate Annexes B-G?

Yes, 2 separate Technical proposals are requested, as the evaluation will be separate for translation and interpretation services. Please note that the requirements are also different.

Although most Annexes will be similar, the experience on Annex D will differ and more importantly you need to quote independent prices at Annex F: Price Schedule Form.