

## CLARIFICATION No.1

Reference: LAC30RFP187 - Regional Evaluation on Norms, Policies and Standards for Gender Equality and Women's Empowerment in Latin America and the Caribbean

Date: December 1<sup>st</sup>, 2018

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We hereby notify all the interested parties the following clarification/s applicable to the refereed process:

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Query 1: When is it expected for this evaluation services to begin and end?

Answer 1: It is expected the evaluation begins on April and finalize in October 2018.

Query 2: Is there any possibility that the submission date can be changed?

Answer 2: It is not possible to extend or change the proposal submission date.

Query 3: Could we have an idea of the level of effort anticipated?

Answer 3: Please refer to LAC30RFP187 – Terms of Reference: II. Purpose, Scope and Objectives of the Evaluation on page No.5 and III. Methodology on page No.6.

Query 4: We appreciate an orientation about the available budget for the evaluation services?

Answer 4: According with the Financial Rules and Regulations of the UN, is not possible to announce the budget related to procurement in attention to enforce the principles of transparency and effective competition.

Query 5: We would like to confirm the language of proposal submission, could be Spanish or English?

Answer 5: According with the Proposal Instructions (PI) on page No.1 – 3.1 Language of the Proposal, the proposal could be submitted in English, Spanish or both.

Query 6: In what language should be presented the evaluation report and case studies?

Answer 6: Preferably in Spanish; however, if there is a case study in the English Caribbean you should write it in English.

Query 7: In the ToRs, the strategic plans 2011-2013 and 2014-2017 are mentioned, are they the global plans of UN Women or are there specific strategic documents for the Region?

Answer 7: They are global plans, but we must also analyze the regional plans up to date. The regional plans are aligned with the global plans and the updated will be sent to the evaluating team of the winning company/firm.

Query 8: Is there a UN Women strategy to strengthen regional norms for policies, norms and standards on Gender Equality and Women's Empowerment?

Answer 8: There are global and regional frameworks on the work of UN Women in the normative field as well as reports, studies, etc. in the matter.

Query 9: We request that you send the Proposal Submission model that appears in the ToRs in a format in which we can include our data without altering its content.

Answer 9: The following forms have been posted in MS Word on the website <https://www.ungm.org/Public/Notice/64733>

Annex 4 - Format of Technical Proposal

Annex 5 - Format of Financial Proposal

Annex 6 - Proposal Submission Form

Annex 7 - Voluntary Agreement to Promote Gender Equality and Women's Empowerment

Annex 10 - Joint Venture/Consortium/Association Information Form

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End of the clarification.