United Nations Population Fund

Marmorvej 51

2100 Copenhagen

Denmark

Website: <http://www.unfpa.org>

January 25, 2018

**AMENDMENT Nº ONE (1) TO**

**RFP Number UNFPA/USA/RFP/17/035**

For the establishment of a:

**LONG TERM AGREEMENT**

In regards to:

PROVISION OF EVALUATION SERVICES

In accordance with Clause 9 of the Introduction of RFP UNFPA/USA/RFP/17/035, UNFPA herby informs that the following amendments were made to the original Request for Proposal on January 25, 2018:

## Clause 36.4.2

* 1. LTA holders will be required to provide either 1) a quotation consisting of technical and financial offer, or 2) a quotation consisting of a financial offer, based on the scope and requirements of the specific project, bearing in mind that the rates cannot exceed the maximum ceiling daily rates in the LTA. Each secondary bidding request will contain instruction which of the two options is requested.

## Clause 36.4.3

* 1. LTA holders will normally be given a minimum of two weeks to provide a quotation if they are to provide a technical and financial proposal, and a minimum of 5 days to provide a quotation if they are to provide a financial proposal only. Depending on the complexity of the request and the destination, more time may be given.

## Bidders’ conference

* 1. Due to the large number of questions received in relation to this RFP, UNFPA has decided to organize a bidders’ conference to allow Bidders to ask for further clarifications.

All Bidders are be encouraged to attend. Non-attendance, however, will not result in disqualification of an interested Bidder. Minutes of the Bidders’ conference will be either posted on UNGM or e-mailed to the Bidders that have confirmed participation or expressed interest in the Bid. Verbal statements made during the Bidders’ conference will not modify the terms and conditions of the RFP, unless such statements are specifically written in the minutes of the Bidder conference or issued as an amendment to the Bid documents and posted on UNGM.

The bidder’s conference will be conducted through a video conference and is scheduled for **10:00 am New York Time[[1]](#footnote-1) on January 30, 2018.** There is no option of in-person attendance.

Bidders may attend the video conference using one of the three options below:

1. Log-in using the following link: [**https://bluejeans.com/351753810**](https://bluejeans.com/351753810)
2. Connect directly from a room system, using the following details:

* Dial: 199.48.152.152 or bjn.vc
* Enter Meeting ID: 351 753 810

1. Dial in on a phone  
     
   1) [Direct-dial with my iPhone](tel:+1.408.740.7256,,#351753810#,#) or [+1.408.740.7256](tel:+1.408.740.7256) (United States) or [+1.888.240.2560](tel:+1.888.240.2560) (US Toll Free) or [Global Numbers](http://bluejeans.com/numbers)  
   2) Enter Meeting ID: 351 753 810  
   3) Press #

## Letter of Invitation, clause 4

* 1. The bid submission deadline is extended to **February 12, 2018 at 13:00 Copenhagen time[[2]](#footnote-2)**

All other terms and conditions of RFP UNFPA/USA/RFP/17/035remain unchanged.

Sincerely,

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| Ms. Lilia Velinova  Contracts Associate  Procurement Services Branch  UNFPA |

1. <http://www.timeanddate.com/worldclock/city.html?n=69> [↑](#footnote-ref-1)
2. <http://www.timeanddate.com/worldclock/city.html?n=69> [↑](#footnote-ref-2)