

**13 June 2018**

**Subject:** Response to Bidder's Request for Clarification  
**Ref:** RFP-381/18 – Request for Proposal from NGO Area Based Recovery

#	Questions by potential Proposers	Response of UNDP
1	Sections 4 -7	Sections 4-7 attached separately for clarity of documentations
2	We -The Lutheran World Federation, INGO, are interested in the RFP-381/18, therefore, it will be helpful to know our eligibility to participate <u>either</u> as main applicant depending upon our registration with KRG <u>or</u> within a consortium, but Not the main applicant.	As indicated in the RFP, International and National NGOs are qualified to participate as long as they are registered in region that they are submitting a proposal for. That is, if submitting a proposal for Areas within the KRI, they must be registered within the KRG. If submitting a proposal for an Area under the jurisdiction of GoI, they must be registered in Baghdad. If submitting proposals covering both regions, they must be registered in both. Consortiums are encouraged to apply, particularly when an international NGO is collaborating with a local NGO. Unless legally registered under a Consortium name, there must be a principal/main applicant.
3	Is collaboration of two NGOs acceptable? International with a local or international with international? Do they both have to be registered on your system (online system)?	Collaboration between two NGOs is acceptable. Just fill up the JV form attached to the RFP, under Section 5. The roles and responsibilities of both NGOs should be detailed, including the cost sharing of financial responsibilities. As mentioned above, there should also be a Principal/Main applicant. UNDP encourages collaboration between an INGO and an NGO.
4	Secondly, War Child Canada is not yet registered in Baghdad, is that a problem? Can we sort this by collaborating with an NGO that is registered in Baghdad?	You can form a joint venture with an NGO registered in KRG. Principal/Main applicants only registered in the KRI will only be able to submit for one Area; specifically, Summel, Dohuk. If Bidders are interested in areas outside the KRI they should partner with an NGO that is registered by the Iraqi Federal Government and this NGO should be the Principal/Main applicant.

5	we have read the request for Proposal-381, Area Based Recovery Approach but have not found information on the fund ceiling to be requested.	<p>This Request for Proposal is a competitive process. No fund ceiling is provided.</p> <p>The award will be given to the technically qualified proposer (offers that are rated 70%) and quoting the lowest price in each Project Area.</p>
6	is it required to submit a proposal that covers all the 5 outputs? Or we can submit a proposal that covers 1 output only?	While Bidders can submit proposals for <u>One (1), Two (2) or Three (3)</u> Areas, they must be able to <u>cover all</u> the Outputs within one Area, For this reason, consortiums and partnerships are encouraged by UNDP to ensure that proposals fulfil the technical requirements of the Project. Therefore, the proposal to be submitted should cover all the required outputs in each project area.
7	The time for submission is restrictive. The end of Ramadan festivals will start on the 14 <sup>th</sup> through 18 <sup>th</sup> June 2018. Staff who would be involved in working on putting together will be away on holiday. It is also not far-fetched that state officials from who we would consult with will be away on an extended holiday combined with the Ramadan festivals so we may not be able to involve them in the design.	Deadline of submission of proposals cannot be extended.
8	The time for implementation is too short (7 month), which make it difficult to work on a big project and achieve good results.	Time for implementation can't be extended. In case your organization believe you can't implement in the given time, please reconsider your decision to submit the bid. It should also be noted that significant preparatory work has already been undertaken in all the Areas identified in the RFP; specifically, community assessments, engagement and community action planning. Bidders should review the weblinks provided in the RFP to access the assessment reports. Any difficulties in accessing these sites should be brought to the attention of UNDP at the earliest opportunity.
9	The tight submission timeline does not allow sufficient time for a consortium engagement.	While consortiums are encouraged, they are not mandatory. Bidders should consider submitting with a Main/Principal applicant and a partner organization as a sub/secondary applicant. The contractual agreement can only be entered into with one registered entity.

10	The 18% allowed for management and indirect cost recovery is insufficient	There is no flexibility on the 18% of allowed management cost. Bidders should note that technical assistance or monitoring conducted directly in the field with direct contact with end users can be classified as a direct program cost.
11	We are not clear on the amount allocated to each district which renders negotiations very difficult.	The bidders are expected to provide cost estimates for the Areas in which they intend to provide direct assistance. The Outputs expected per Area are outlined in the RFP to allow bidders to calculate the cost per beneficiary, the manpower required and therefore the total cost per area. .
12	Getting all the CVs illustrated in the call requires more time	This is not an issue for the consideration of UNDP. Each bidder is required to provide the documents requested in the RFP, within the timeframe stipulated.
13	One question is this part of RRP call that UNDP supposed to announce for Iraq or we are expecting RRP?	This is part of a UNDP;s ongoing Programming and while it is conceptually in alignment with the RRP and may serve to support piloting of some RRP Components, there will also be separate announcements in the future specifically pertaining to RRP .
14	Do you know the budget for this upcoming call? I could not find that, but maybe I'm not looking correctly. And do you know if there will be a similar call to come out in 6 months to 1 year time as well? It would be great to hear a bit more about the UNDP strategy as we're working exactly in these areas (both places as sectors) mentioned in the call and also work with local partners, but we feel this call comes a little early.	We cannot provide information about UNDP future strategy through a procurement process. This RFP is a competitive process, and therefore there is no budget ceiling provided by UNDP. The bidders are required to provide realistic estimates of costs. UNDP will consider the best value for money, which includes the best technical proposal combined with the lowest budget.

Please be guided accordingly.