

Questions and Answers

Job title: International Consultants on for developing the policy document for decentralization of public services related to environment – LOT 1/LOT 2/LOT 3

Section/Unit: Joint Integrated Local Development Programme

Q1. Duty station

Is the consultant required to perform all services in Chisinau, or is the performance of a part of the services in a 'desk-based'/'home-based' form permitted?

A1. The tor specifies a minimum number of days to be spent in Moldova. The remaining number of working days can be performed from home.

Q2. If the former applies (all working days to be spent in Moldova): is there any provision for a desk/office space / use of office infrastructure foreseen, or will this be at the exclusive discretion of the consultant?

A2. There is no provision of desk/office space. This will have to be arranged by the consultant.

Q3. If the latter applies (part of the working days done in a home-based format): is it permitted to submit a price offer quoting a DSA rate with the ultimate number of DSA payable to be determined after a detailed schedule of on-site - off-site days will have been agreed with the contracting authority and/or the project partner?

A3. Please see the procurement notice <http://www.undp.md/jobs/jobdetails/356/> travel chapter.

Q4. Writing sample

Will this have to be a paper previously published, or are documents which have been produced within the scope of another project also permitted? If the latter applies, will confidentiality of the writing sample submitted be guaranteed?

A4. Documents from other projects are acceptable, with a confidentiality clause.

Q5. Contracting authority

Can you please clarify which party will be the contracting authority, and whether this party is exempted from paying VAT to individual service providers (residing in the EU)?

A5. UNDP Moldova will be the contracting authority. Individual consultants are not VAT payers, companies are VAT exempted.