



REQUEST FOR PROPOSALS (RfP13/00653) Clarification Questions and Answers (as of 28 May 2013)

Q1. Points awarded for Professional Certifications

In the table "Technical Proposal Evaluation Forms", namely Form 3, page 20 regarding the General Qualification of the Key Personnel, one of the qualification requirements states:

"Professional Certifications and experience in the area of the LOT in developing analytical reports on decentralization, local governance, local development, public administration related issues in the Republic of Moldova (5 years – 25 points, each additional year – 2 points, up to max. 35 points)".

A company may involve in the project experts with sound internationally recognized professional certifications such as ACCA (Association of Chartered Certified Accountants), DipIFR (Diploma in International Financial Reporting), PMP (Project Management Professional), CBAP (Certified Business Analysis Professional), etc. These experts have extensive knowledge and comprehensive skills set aligned to best practices, allowing them to work with governments, authorities, regulators, businesses. The value added by such experts may outweigh any experience in working with local public administration.

Nevertheless, the score of 35 provided for this qualification requirement refers mainly to the experience (5 years – 25 points, each additional year – 2 points, up to max. 35 points). This means that in fact no points are given to professional certification holding. Only experience in working with local public administration counts.

Is it possible to provide a separate score for holding international professional certifications and modify the Data Sheet and ToR accordingly?

A1. At this moment, we cannot change the evaluation criteria in the Data Sheet. However, you are encouraged to provide all the certificates of the proposed staff. This will allow the Evaluation Committee to understand better the knowledge level of each expert as well as the overall capacity of the entire organization. By this Evaluation Committee will afford additional points for relevant criteria.

Q2. Unfavorable exchange rate fluctuations

According to our experience, in case of long and medium term projects with a foreign reference currency for the computation of the project related payments, there is risk of unfavorable forex rate fluctuations that could significantly affect the capability of the supplier to continue the project. Are there any procedures that allow for a temporary fee adjustment in order to diminish the impact of such fluctuations?

A2. According to Section 11, Article 3.2 (Option 1) “The price of this Contract is not subject to any adjustment or revision because of price or currency fluctuations or the actual costs incurred by the Contractor in the performance of the Contract”. Also, please see Section 2, article 17, Currencies.

Q3. Shortening of the project duration

The expected duration of the contract is 24 months (15 July 2013 – 15 July 2015). Is it possible to shorten the project duration and accomplish it during 10-12 months provided that all arrangements and agreements with the project beneficiaries are made so that the project be accomplished according to the scope?

A3. In Annex 1 it is presented the timeline when the training modules shall be organized. The exact date shall be agreed between UNDP and Contractor, but with insignificant deviations. Shortening the period could be reached by reducing the reporting duration or other administrative activities, but not the tentative training period.

Q4. Letter of acknowledgement

The Request for Proposal, section 1 - Letter of Invitation, stipulates the following: “You are kindly requested to submit an acknowledgement letter to UNDP ... no later than Close of Business 20 May 2013”. Please specify what it is about this letter and if our organization can participate in this tender if it didn’t submit this letter.

A4. This letter is not mandatory and if you have not submitted it you can still participate in the contest.