

Pre-Bidding Conference Minutes

Youth for transparency in education in Moldova (RfP 14/00765)

17 March 2014, 13:00

UN House Conference Room

Attendees: Representatives of 2 NGOs from Moldova

Agenda:

1. Description of the RfP document
2. Questions and Answers

1. Description of the RfP document

Purpose of the RfP: identification and selection of a specialized company (hereinafter Service Provider) that has the capacity to implement anticorruption in education activities with youth groups from 20 rural communities from Moldova (as mentioned in the Annex 1 of the ToR) using innovative tools, like crowd-sourcing, brainstorming, discussion clubs, gaming etc. to generate practical solutions to prevent and combat corruption in education.

A detailed description of the Terms of References document was made, covering all tasks included in the document.

The following aspects were emphasized:

- The Service Provider will carry out activities with youth groups from 20 rural communities from Moldova that were previously selected by the Joint Integrated Local Development (hereinafter JILD) using innovative tools with the view to stimulate youth to generate solutions to prevent and fight corruption in the education system
- The service Provider will participate in a ToT organized by JILD, will use the methodology developed by JILD consultants, and will be offered guidance throughout the project implementation period of time
- The service provider will organize focus groups and in-depth interviews for parents, teachers and school management to consult their opinions solutions for preventing corruption in the education system
- The service provider will be responsible for carrying out activities with youth groups, support them to participate in a competition to be organized in the autumn of 2014 and will also ensure the logistical aspects of the competition. The competition criteria will be developed by the JILD consultants in consultation with the partners of the project.

2. Questions (Q) and Answers (A) addressed during the Pre-Bidding Conference

Q1 . This project will contribute to the enforcement of the national anticorruption strategy according to which states parents should be involved more in fighting corruption in the education system.

Nevertheless, according to the ToR, the focus group of this project is the youth. To what extent will the parents be involved in the project activities?

A1. The project will contribute to the national anticorruption policies, focusing mostly on working with youth groups. However, parents, as well as teachers and school management, will take part in the project activities, more specifically in focus groups and in-depth interviews that will be conducted specifically with them to consult their opinions and views on fighting. The focus groups and in-depth interviews will be conducted outside of target communities respecting the methodological requirements for such research tools.

Q2? Will the vocational institutions be included in the project?

A2 No, the project activities will be conducted only in high-schools and secondary school where there are no high-school.

Q3 To what extent will the financial autonomy of school will be tackled in the project?

A3 This project will not have any implications and impact on the school budget. However the project could imply activities related to the transparency of the school budgeting.

Q4. Who shall fill in the Joint Venture Partner Information Form?

A4. This form shall be filled in if two or more companies intend to apply for this competition as a consortium. In this case, the companies should sign a cooperation agreement, and submit the filled in the forms for consortium included in the RfP. All companies included in the consortium shall submit all documents required in the RfP. The roles and responsibilities of each company for this project shall be clearly specified. In case a consortium of companies wins the bid, the contract will be signed only with the leading company of the consortium.

Q5. Should only the leading company submit all documents required in the RfP, related to the company's profile, financial capacity, etc?

A5. All companies included in the RfP should submit all documents

Q6. Can a company that is currently working on a contract with UNDP participate in this competition?

A6. Yes, a company that is currently contracted by UNDP to work on a different assignment can apply for this competition as well, but it will have to prove that it has sufficient capacity (human resources, management capacity, etc) to implement the contracts simultaneously.

Q7. According to the RfP, the selected company will apply a methodology developed by the JILDLP; according to the RfP the applicant need to submit their own methodology?

A7. The applicant is required to present their view on how these activities will be conducted based on their previous experience, knowledge and understanding of the issue that will prove that the applicant has the capacity to carry out the assignment and its' understanding is compatible with the terms of references. The selected company will be able to contribute to the methodology for the field work.

Q8 Will the sociologist be in closer contact with the JILDLP?

A8 The manager of the project will be the main contact person with the JILD P management team throughout the project implementation. The sociologist will be in charge of carrying the focus groups and in-depth interviews to be conducted with youth parents, teachers and school management while ensuring the methodological accuracy of this research, and develop a report based on the results of the focus groups and in-depth interviews.

Q9 The sociologist should be included in those 4-5 requested team members?

A9. The sociologist is part of the team and will be evaluated separately during the selection process according to the evaluation form and scores included in the RfP. The service provider should propose an optimum number of team members that would allow it to conduct

Q10 The time frame included in the ToR might be challenging, due to the proximity of the school end exams and the summer vacation?

A10 The Service Provider will initiate the activities with youth groups during the current academic year, and will be able to continue working with the groups at the beginning of the next academic year - autumn of 2014. The competition will be organized at the end of October which will allow enough time for working with youth groups and facilitate their participation in the competition. The winning projects will be implemented starting November 2014 until May 2015, before the end of the next academic year

Q11 The winners of the competition will be offered financial support to implement their project ideas?

A11 Yes, up to 5 winning projects will be offered financial support for implementation; this financial support will be managed administratively and financially directly by the JILD P.

Q12 What is the age of the target youth groups?

A12 The students in the upper grades will be involved in the project except those in the last year of school.

Q13 Have you checked in how many of target communities there are local pupils Councils?

A13 No, this information is not available now. The contracted service provider will collect this kind of information during their initial visits in the communities. It is worth mentioning that in the past year the JILD P has worked to empower the community groups from these communities, and in many of them there are consolidated youth groups who could be involved in this project as well.

Q14 To what extent will the local public administration be involved in this project?

A14 The JILD P has been in strong contact and worked intensively with the local public administration from these communities in the last year in other fields. Nevertheless, the mayors have been informed about this initiative and will offer their support in implementing the project

Q15 Is knowledge of Russian mandatory?

A15 The team members should have working knowledge of Russian because some of targets are Russian speaking communities

Q16 How large should the groups be?

A16 The size of the youth groups from the local communities can vary depending on the local specific, these details will be closely coordinated with the JILD team

Q17 Should the applicant have a local part time coordinator in each target locality or region?

A17 This is up to the applicant and its approach/view to how the tasks will be carried out. The JILD community mobilization for empowerment methodology could be consulted, but is not mandatory to be applied. (it could be found here

<http://serviciilocale.md/doc.php?l=ro&idc=110&id=178&t=/Publicatii/Administratie-publica-locala/Ghid-pentru-mobilizarea-comunitatii-in-scopul-abilitarii-Republica-Moldova/>