



Minutes of the Pre-Bid Conference for

RfP21/02311: Company/organization, or consortium of companies/organizations to provide support to women-headed households in Nisporeni, Calarasi, Basarabeasca, Leova, ATU Gagauzia, the Security Zone and Transnistria region

July 14, 2021, 10:00 AM

Online, Zoom platform

Ref. no: RfP21/02311

Agenda:

- I. Presentation and description of procurement procedures and technical requirements
- II. Questions and answers

I. Presentation and description of procedures

The Pre-bidding conference was opened by Mr. Anatolie Risina, ResComWomEmp Project Officer/Environment, who welcomed the participants and introduced the members of UNDP team present at the meeting: Mrs. Tatiana Craciun, Project Officer on Capacity Building and Gender, Mrs. Liuba Brinzoi, Project Administrative/Finance Associate, Mr. Iurie Tarcenco, Procurement Associate.

He welcomed and thanked the representatives of the companies for their presence and interest in the tender and has made an overall presentation of the assignment, specifically focusing on Section 5. Scope of Works. He highlighted that the target areas of this assignment are the districts Nisporeni, Calarasi, Basarabeasca, Leova, ATU Gagauzia, the Security Zone and Transnistria region and that non-cash support shall be provided to 60 women-headed households to be selected competitively under this assignment. Also, it was noted that 3 local NGOs are to be selected under this assignment to provide coaching and mentoring support to beneficiaries. He also encouraged the Bidders to request clarifications, including by email to the contact person, should they have any questions related to this procurement process.

Further on, Mr. Iurie Tarcenco highlighted the most important parts of the published documents, submission details and deadlines. It was stressed that the Minutes shall be published on the tender's page.

The Bidders were encouraged to register and upload their offers at least one day before the deadline, to avoid last moment technical issues that could impede them successfully submit their offers.

For easy reference, on the tender announcement page, besides the PDF application guides, there are available videos in Russian and English to help bidders with the electronic submissions: *e-Tendering Resources for Bidders*

<https://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notice/resources/>

In case any other technical issues or errors occur during the submission process, the Bidder is encouraged to send a screenshot by email to the contact person and request support.

II. Questions and answers

Question 1: Please explain the compatibility between the criteria of having at least 2 (two) contracts, with a cumulative value of 300,000 US\$ and the request to provide Statements of Satisfactory Performance from the top three (3) Clients in terms of Contract Value?

Answer: The two criteria are not directly interlinked. The Bidder may provide Statements of Satisfactory Performance also from other of their clients, not only the ones with whom they have those minimum 2 contracts cumulating 300,000 USD.

Question 2: Is it acceptable for the Statements of Satisfactory Performance to be provided in Russian language?

Answer: Yes, it is. The Statements of Satisfactory Performance may be provided in any language. At the same time, it is important that the recommendation letters provide the contact details of the signatory.

Question 3: If the Core Implementation Team doesn't speak Romanian, is this disqualifying criterion?

Answer: No, it is not. In this case, zero points will be allotted to this criterion and the application shall be further evaluated. However, it is strongly recommended for the implementation team to have at least working level qualifications in Romanian taking into consideration that the team of experts is expected to work on the ground with the local beneficiaries.

Question 4: How would you estimate the households' access to Internet?

Answer: Overall, the Internet coverage in rural areas is being assessed as weaker compared to urban localities. Consequently, it is expected that the project activities be carried-out with the physical presence of experts on the ground.