



Indonesia

QUESTION & ANSWER (BIDDER'S CONFERENCE)

BANDA ACEH, 28 JANUARY 2008

Project code:

RFP/UNDP/GOV-AJP/001/2007

Assignment Name:

Legal Awareness-Raising Campaign (LARC) in Aceh

Closing Date for the Submission of the Proposals:

Monday, 03 March 2008 (Jakarta Local Time)

TO ALL INTERESTED BIDDERS

Bidder's Conference was opened with following agenda:

1. Brief presentation on the AJP project.
2. Brief explanation on RFP document – administrative issue (closing date, submission form & method, delivery place for submitting quotation, etc) – page 1 and 2 of the RFP.
3. Brief explanation on the Term of Reference (TOR – Annex IV).
4. Brief explanation on the Technical Evaluation Criteria (page 9 of the RFP).
5. Brief explanation on price schedule (Attachment III)
6. Q & A

The above explanation has been stated on RFP document. Bidders are encouraged to carefully read the RFP document before preparing the proposal. Any additional questions after the Bidder's Conference can be sent to karla.dalimunthe@undp.org and cc to bakhtiyor.khamraev@undp.org.

Here below are Answers to Questions raised regarding the above assignment:

NO		SUBJECT
1	Q	Could we address any issues regarding this RFP after this bidding conference?
	A	Yes, you may address all required issue only to the contact details as mentioned in the RFP which is to Procurement Unit in Jakarta. We will publish all of the answers from your questions in the website which are received at least seven days before the deadline of the submission date.

2	Q	In which order do we send the hard copy submission?
	A	You should send your proposal documents in one big envelope and inside it should be divided into two parts; one marked as Technical Proposal and the other marked Financial Proposal. Note that the Technical Proposal will be opened first and if the score is below 70%; then automatically your Financial Proposal will not be opened.
3	Q	In this RFP, could we apply for only one (1) district?
	A	The TOR asks for minimum of two (2) districts. You can nominate yourselves which districts and a justification should also be available in mentioning the list. Obviously, what we are looking for is the most amounts of villages, but still with value for money. The RFP gives a guide of 2 districts (8 sub districts) minimum.
4	Q	Regarding budgeting, is there a maximum budget for this proposal?
	A	Yes, there is an allocated budget from AJP. But we cannot inform you what that is. You should prepare your Financial Proposal in line with the technical proposal (and TOR). Your financial proposal will be evaluated if you have passed the 70% minimum scoring needed for the technical proposal.