

Number	Question	Answer
1	On the Expertise of supplier section, there is no placeholder to attach a document. Where do I attach this document?	Include/upload the document with the technical proposal
2	There is a mention of regular an online perception survey data collection (among for women, youth, PWDs minority clans), I guess this should be part of the data that should feed the platform. Will this be going throughout the delivery period (5.5 Months)	There are three surveys in total - 1 concluded in November 2024, 1 is being rolled out in April 2025 and the final one will take place close to the closure of the project.
3	Does the stakeholder engagement workshop at the design phase include community dialogues?	No
4	The TOR says," data and information will be continuously collected via inclusive and participatory methodologies, including community- led data collection analysis" but data collection is not listed in the deliverables. Is support to/ carrying out data collection part of the deliverables for this project?	No
5	Is the dashboard public facing?	TBC following consultations with ODP
6	How many users are expected? Do we know who they are (who do we invite to the workshop)?	TBC following consultations with ODP
7	Why does the platform require " user registration and authentication "?	This may be required if it is a closed platform. Also, for some key technical persons to submit datasets
8	What are the arrangements for hosting after 6 months expire? We assume will host until a point and then hand over to the office of the Deputy President	Correct, ODP/DP will host the portal, this is why capacity development is a critical component
9	Will we be responsible for the surveys / data collection ourselves? assume this is out of	No

	scope - but maybe we need to work with the team doing the data collection to include on the dashboard	
10	How many years of the company financials are required	3 years
11	On the company current projects, does this mean all from all clients we work with or just under UN agencies	All
12	There is a mention of Annex 4 for the financials and not attachment is availed. What should be used?	This is present ( <b>see attached</b> )
13	Is it acceptable to form and submit our bid as a small consortium of Kenya-based firms and a UK based one?	<p>Yes, this is allowed. The bid needs to have the Consortium form (<b>see attached</b>) that provides the details of the UK based firm and the local firm.</p> <p>Guidelines lines on Joint Venture:</p> <p>If the proposer is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the proposal, each such legal entity will confirm in their joint proposal that:</p> <p>they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, and this will be evidenced by a duly notarised agreement among the legal entities, which will be submitted along with the proposal; and</p> <p>if they are awarded the contract, the contract shall be entered into by and between UNDP and the designated lead entity, who will be acting for and on behalf of all the member entities comprising the joint venture.</p> <p>After the deadline for submission of proposal, the lead entity identified to represent the JV, Consortium or Association shall not be altered without the prior written consent of UNDP.</p> <p>If a JV, Consortium or Association's proposal is the proposal selected for award, UNDP will award the contract to the joint venture, in the name of its designated lead entity. The lead entity will sign the contract for and on behalf of all other member entities.</p>

		<p>The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Article 19 (Only one Proposal) herein in respect of submitting only one proposal.</p> <p>The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the RFP, both in the proposal and the JV, Consortium or Association Agreement. All entities that comprise the JV, Consortium or Association shall be subject to the eligibility and qualification assessment by UNDP.</p> <p>A JV, Consortium or Association, in presenting its track record and experience, should clearly differentiate between: Those that were undertaken together by the JV, Consortium or Association; and Those that were undertaken by the individual entities of the JV, Consortium or Association.</p> <p>Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials.</p> <p>JV, Consortium or Associations are encouraged for high value, multi-sectoral requirements when the spectrum of expertise and resources required may not be available within one firm.</p>
15	By operational presence do you require the firm to have registered operations (for instance VAT) in Kenya or simply to prove that has local presence in other projects funded by International Organisations (World Bank, UN etc.)?	Yes, the firm needs to be registered in Kenya with proof of VAT as registration.
16	We understand the time-limit of 5.5 months but we are not clear on the requirement for 3	The requirement of personnel as stipulated in the TOR is the available human resource that will be

	<p>personnel. Is it your expectation that the required resourcing is 5.5 calendar months X 21 working days per calendar month X 3 full time equivalent people?</p>	<p>available throughout the project phase implementation.</p>
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