

Bid Conference for RFP-SS-DDR-170Rev_01-2009 held at UNDP Office, Juba on 13 October 2009 at 11:00AM by UNDP

In attendance were:

1. IRC
2. Stromme Foundation
3. IOM
4. ILO
5. UNHCR
6. Save the Children
7. IRD
8. Handicap International
9. World Vision International
10. SSDPA
11. UNHCR
12. AMURT International

UNDP introduced the programme, and asked potential vendors to read the RFP thoroughly before submitted bids, paying particular attention to technical evaluation criteria, Annex I, p.6 – 7, and the profile and selection criteria, Annex III, p.14 – 15. UNDP also asked potential vendors to ensure they submitted proposals in accordance with the instructions on Annex 1, p.5, that is to submit a separate technical proposal for each state, with sub-sections on each sector, and a separate price schedule for each state and each sector, using the templates at Attachments I and II. UNDP also emphasised that the successful IPs would receive US\$1,500 per participant. This would need to cover both project costs (e.g. training, material packages, follow-up services) and project support costs (e.g. staff, transportation, office costs etc.).

Clarifications were sought on the following:

1. The CVs that should be attached.
2. When the contract would be awarded to successful IPs.
3. Whether IP(s) can refer to the common entrepreneurship training package that SSDDRC and UNDP will provide to successful IP(s) in the technical proposal
4. How long the training of the trainers (ToT) that UNDP will offer to successful IPs on entrepreneurship training and civilian skills will last.
5. Whether successful IP(s) will be expected to conduct labour and market surveys.
6. Whether successful IP(s) would be penalized if participants dropped out.
7. Whether packages have to be of a similar value.
8. Whether IP(s) can include training equipment in the bid.
9. Whether IP(s) will be penalized if they do not identify local partners, but that is because there are none in that sector/location.
10. What numbers of participants IP(s) should use in bids.

Answers to these queries were as follows:

1. Offerors should submit CVs of key staff that would engage in the programme, including managerial, technical and financial staff. If an Offeror proposed to hire additional staff if it was awarded the contract, it should set out details of the numbers and job specifications.

2. UNDP will enter into contract negotiations once the IP has been selected.
3. IP(s) can refer to the common entrepreneurship training package SSDDRC and UNDP will provide to successful IP(s) in the technical proposal. However, that training should be one component of a wider training package.
4. The training packages on entrepreneurship training and civilian skills that UNDP will offer IPs are in the process of being drawn up. The length of the ToT will be finalized as part of this.
5. UNDP is looking at whether it can conduct labour and market surveys, to support the DDR programme. However, given the limited human and institutional infrastructure in southern Sudan it is unlikely UNDP would be able to conduct full labour and market surveys in each state. For the same reason successful IPs will not be expected to conduct full labour and market surveys. However, they will be expected to have sound knowledge of the local labour and goods markets, to help participants select sustainable livelihoods. UNDP will update successful IP(s) on any progress it makes in this area.
6. This would depend on the rate of drop-out. Some drop-out is to be expected, but if drop-out rates are high successful IP(s) would need to liaise closely with UNDP and SSDDRC to address this issue, and agree any necessary next steps.
7. All packages must be of a similar value.
8. IP(s) can include training equipment in the bid. As set out in Annex 1, page 8, para 21 the financial proposal will be scored on the basis of overall project support costs, with the lowest project support costs as a % of the total price proposal being awarded the highest points.
9. If there are no suitable local partners in a particular state/sector IP(s) should clearly state that in the bid, and provide a justification.]
10. UNDP would provide estimates that IP(s) could use, if they wished.

Request for Proposals (RFP) RFP-SS-DDR-170Rev 01-2009 – agents to implement economic reintegration packages for the Sudan Disarmament, Demobilization and Reintegration Programme (SDDRP) in southern Sudan

Estimated figures of participants in Northern and Western Bahr El Ghazal, Warrap and Jonglei

As set out in the RFP UNDP and SSDDRC cannot at this time confirm the number of participants that will reintegrate in each state, or which economic reintegration packages they will choose, as this is dependent on the demobilization process. However, at the bid conference held in the UNDP Office in Juba on 13 October, a number of potential IP(s) requested that UNDP provide estimates, to help them draw up bids. A table with estimates is set out below. The figures are based on the estimated number of participants that will be demobilized in each state, and an assumption that approximately 40% of participants will choose agriculture, 40% small business, 15% vocational training and 5% alternative education. These figures are estimates, intended to help potential IP(s) prepare bids. They do not affect UNDPs right to vary requirements at the time of the award, or to split the award in any accommodation.

	Agriculture, Livestock and Animal Husbandry	Small Business	Vocational Training	Alternative Education
Northern Bahr El Ghazal	1,200	1,200	500	150
Western Bahr El Ghazal	1,200	1,200	500	150
Warrap	1,500	1,500	550	175
Jonglei	1,500	1,500	550	175