



WORLD HEALTH ORGANIZATION  
ORGANISATION MONDIALE DE LA SANTÉ  
WELTGESUNDHEITSORGANISATION  
ВСЕМИРНАЯ ОРГАНИЗАЦИЯ ЗДРАВООХРАНЕНИЯ

REGIONAL OFFICE FOR EUROPE  
BUREAU RÉGIONAL DE L'EUROPE  
REGIONALBÜRO FÜR EUROPA  
ЕВРОПЕЙСКОЕ РЕГИОНАЛЬНОЕ БЮРО

Our reference: RFP UN14/00809  
Notre référence:  
Unser Zeichen:  
См. наш номер:

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**To: All interested bidders**

### **Clarifications for tendering process: RFP UN14/00809**

**Question 1:** The contract duration is not specified in the RFP. In order to submit a complaint and competitive offer, please clarify the contract duration?

**Answer to question 1:** Contract duration should be proposed by the bidder.

**Question 2:** Please confirm that the tender is open for all companies, regardless of the registration on the UNGM portal or the state of incorporation

**Answer to question 2:** Bid is open for all companies regardless of the registration on the UNGM portal nor country.

**Question 3:** Should the tenders be presented as a free text format providing information on previous contracts/projects developed or it should be accompanied by references signed by the beneficiaries.

**Answer to question 3:** The bidder should include any document/information appropriate to the requirements of the RFP. References signed by the beneficiaries are not required in the RFP, however the bidder could include them if considered appropriate. Technical and Financial Proposals can be presented as free text, format of the proposals remain at bidders' preference.

**Question 4:** Please provide the detailed algorithm, on which the proposals will be evaluated according to the criteria.

**Answer to question 4:** According to the RFP section Evaluation of Proposals the overall evaluation weight will be distributed as following: 30% to quality, 20% to compliance with technical specifications, 20% to experience of dealing with similar projects and 30% to the price component.

Therefore the bid maximum score is 100 points calculated as follows:

- Quality of proposal – 30 points;
- Compliance with technical specification – 20 points;
- Experience dealing with similar projects – 20 points;
- Price component – 30 points.

**Question 5:** In the RFP there is no mention regarding the currency of the financial proposal. Please clarify which is the currency of the financial proposal.

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**Answer to question 5: According to the GENERAL AND CONTRACTUAL CONDITIONS section of the RFP, services under this Contract will be supplied on a fixed-price basis in a UN convertible currency (preferably US Dollars). No specific requirement on the currency, however, all financial proposals will be converted into USD at UN rate on the day of evaluation.**

**Question 6: Eligibility request on the page 5 of the RFP**

**Answer to question 6: There is no eligibility request on the page 5 of the RFP.**

**Question 7: Bid security required?**

**Answer to question 7: There are no bid security requirements for this RFP.**

**Question 8: Submission forms.**

**Answer to question 8: There are no required submission forms under this RFP, as per answer to question 3, the format of the proposal remains at bidders' preference as well as the content of the technical and financial proposals.**

**Question 9: Please confirm that there is no request for the contractor to be Moldova registered company or to have affiliated companies registered in Moldova.**

**Answer to question 9: There is no need to have affiliated companies registered in Moldova.**


**Question 10: Please clarify how many members of the technical team are needed to be trained by the bidder.**

**Answer to question 10: Number of people to be trained for administrator interface and basic maintenance is currently under discussion. The bidder should demonstrate readiness and experience in training of staff.**

**Question 11: Please clarify approximate budget of the proposal.**

**Answer to question 11: The bidder should provide a financial proposal calculated at its own discretion.**

Date: .....06.06.2014.....

Signature: ..........