

Minutes of the Pre-bid Meeting held on 24 June 2018 regarding the RFP

REQUEST FOR PROPOSALS

Hiring Firm for UNCDF for Implementing Business Model That Digitizes Financial Transaction in Merchant Supply Chain (Re-Adv.)

(Reference: RE-RFP-BD-2018-010)



Members attended the meeting:

Name	Designation
Mr. Ehsanul K Chowdhury	Procurement Associate, UNDP Bangladesh
Mr. Ziaul H Mukta	UNCDF
Mr. Muaz Jalil	UNCDF
Bidders	As per attached Attendance sheet.

With reference to the subject RFP issued on 20-May-2018, please find below the queries raised by Invitees and answers thereto from UNDP Bangladesh:

Sl.	Queries	Response
1.	We would like to get clarification for below concerns as the RFP does not include these: 1. Statement of Work Document 2. Technical Specifications Document 3. Functional Scope of Work (Listing type of transactions supported) 4. Connectivity Details/ Type 5. Certification Requirements/ Compliance Requirement (If Any) 6. Existing Operational Process Summary for our understating of business process.	Please revisit the RFP and its subsequent section and review it in line with Terms of Reference. These are adequate for any competent bidder to submit a responsive bid.
2.	Can any bidder participate in joint venture/ consortium?	Yes. For that every bidder has follow Form C: Joint Venture/Consortium/ Association Information Form with due diligence. If the hiring unit notes that the Form C is not duly filled and/ or incomplete submission, there is a possibility of the elimination during evaluation stage.
3.	Can you provide a budget range for the procurement	We are looking for a competitive budget which will deliver the service, as outlined in the RFP, as such we do not have a pre-determined budget range
4.	Who has the intellectual property right for the service being delivered	If the proposal entails use of proprietary product/services/tools then the IP rights belong to the owner/proposer. However, as outlined in RFP, the proposer will

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		support UNCDF in developing knowledge product (e.g. case studies) on the business model for public consumption
5.	What will be the payment mechanism?	They will in line with Section C of RFP titled “Scope of Services, Expected Outputs and Target Completion”. They will be deliverable based and finalized in the contract.
6.	Can you share data / information on micro-merchants?	<p>A validation workshop on ‘Fast Moving Consumer Goods Micro-Merchants Landscape Assessment’ was jointly organized by UN Capital Development Fund (UNCDF) and the Federation of Bangladesh Chambers of Commerce & Industry (FBCCI) on 16 May 2018 in Dhaka. Around 155 participants attended to the dialogue.</p> <p>Additional Info :</p> <p>http://www.uncdf.org/article/3710/a-validation-workshop-on-fast-moving-consumer-goods-micro-merchants-landscape-assessment</p> <p>http://thefinancialexpress.com.bd/trade/micro-merchants-have-limited-access-to-finance-1526878896</p>

Note: Above Clarifications in response to queries raised during the pre-bid meeting and amendments shall be an integral part of the RFP document and supersede the all provisions as applicable.