

Raising Public Awareness Campaign on Preservation and Improvement of Women's Health (RFP UNOPS-EP-2017-S-024)

QUESTIONS AND ANSWERS – update No. 1

Q1: Could you provide us with existing visual identity of the campaign, since you requested that slogan should be in line with existing logo and visual identity? Did you mean about this campaign „FIND TIME” from 3 year ago:

<http://www.beindesign.com/work-find-time-srb.html>

A1: The files have been added here as “**Annex 1 – Visuals from the previous campaign**”

The complete files with all the visuals are also available on the following link: <https://www.sendspace.com/file/zpx6ef>

In addition, in the ToR of the tender, there is also a YouTube link for the animated TV spot:

https://www.youtube.com/watch?v=WBt_cFeBvbQ

Q2: Bearing in mind that RFP is public tender that we found on European Progres web site (we have not received invitation to participate in the tender), do we need to send Form A (Returning Bidding Forms) as confirmation that we are interested to participate in the bid? If yes, do we need to send it earlier or together with other documentations?

A1: If after assessing this opportunity you have made the **determination not to submit your proposal**, we would appreciate if you could return this form indicating your **reasons for non-participation**. Therefore, if you intend to participate, there is no need to send this form.

Q3: Qualification criteria – page 19, bullet point no 8. - Comprehensive plan for the implementation of the campaign include all requested sections. Is it the same document as Form G? More specific, does our Proposal should be prepared only in the Form G or we should present it in some other form of word document together with summary in the Form G?

A1: The Form G, whereas the proposed methodology, approach and implementation plan should be presented, is **mandatory**. You may also submit other documents in support of the Form G.

Q4: General conditions - page 31, paragraph B. Partnerships - Consortium with Civil Society Organization. Do we need to submit some kind of proof that we have established partnership with CSO organization from South East Serbia? If yes, what kind of proof is acceptable?

A4: **Certification of incorporation** of the Offeror (private, public or government-owned legal entity or any association) issued by the relevant authorities, as well as completed and duly signed **Form D: Joint Venture Partner Information Form**, are required as mandatory. No other documents regarding constitution of the partnership are mandatory at this point, but UNOPS reserves the right to request further clarifications regarding submitted information, documents and forms, as well as to perform background checks, in the process of evaluation.

The Section II: Instruction to Offerors, 4) Offeror Eligibility, provides detailed information regarding legal capacity of the eligible Offerors.

Q5: Form I and Form L should be submitted for all team members?

A5: Yes, Form I and Form L should be submitted **for all team** members.