



## UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

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9 May 2017

**Subject:            Clarification No. 1**  
**Request for Proposal (RFP) No. 7000002327**  
**ECOWAS GENDER MAINSTREAMING**

1.        Costs. Page4 of the ToR indicates under responsibilities of the Contractor inter alia “- Decision of host country and venue arrangement;” and “- Arrangement of flights and accommodation of training participants (45 participants in total)”. Does this mean that we just have to arrange the venue of the training as well as the flights and accommodation of the 45 participants? Or do we also have to pay for the venue of the training as well as the flights and accommodation of the 45 participants, and hence foresee budget items to cover these costs?

The contractor is expected to cover both the venue and flights/DSA of the participants; foreseeing the budget accordingly.

2.        National experts. Page6 of the ToR indicates that it is required to have national experts as part of the implementation team. Our understanding is that we should have a number of experts of Ecowas countries in our team. Our understanding is also that it is not required to have experts of all 15 Ecowas countries in our team. Is our understanding correct?

Correct. There has to be a number of local experts from ECOWAS countries within the team, but it is not required to have 1 representative of each Member State.

3.        Response plan. The response plan made available for this call for tenders only contains names and signatures, no further information. Can we have access to the full response plan?

Please find it attached under the Notes and Attachments section of the Rfx event.

*Procurement Services Division  
Department of Operational Support Services  
Policy and Programme Support*