

Preguntas y Respuestas Questions and Answers

RFP/2023/ACNUR/MEX/167

	Question	UNHCR Response				
A001	Could you please disclose the name of the company that was awarded the contract for Evaluation Services for the Cash Based Interventions by UNHCR in Mexico for the years 2019-2020 and 2021-2022?	That is confidential information because it is regarding another tender. For this process, we can reveal information once the tender is closed and awarded.				
A002	What was the bid price for the selected proposal for the Evaluation Services for the Cash Based Interventions by UNHCR in Mexico in 2019 and 2021?	Same as question 1.				
A003	Regarding the scoring criteria in Annex B: For 1.a) - <i>Overview of the company and its years of experience</i> . How many years of experience are required to receive the highest score of 25 points?	The company offering the most experience will score the full score and other bidders will receive proportionally less.				
A004	For 1.b) - <i>List of the services that can be provided by the company and capacity to ensure that the services can be delivered in the requested as specified in ToR) (40 points)</i> . Can you please confirm if the “list of services”, refer to the following list of 10 services from the ToR: <table><tr><td>1</td><td>To establish whether UNHCR’s CBI programme in Mexico is relevant and is meeting the humanitarian needs of the persons served in any or all of the above-mentioned cities as well as further locations in Mexico.</td></tr><tr><td>2</td><td>To assess the distribution process as well as the outcomes of cash assistance on HH and community level;</td></tr></table>	1	To establish whether UNHCR’s CBI programme in Mexico is relevant and is meeting the humanitarian needs of the persons served in any or all of the above-mentioned cities as well as further locations in Mexico.	2	To assess the distribution process as well as the outcomes of cash assistance on HH and community level;	The three services requested as per Annex A are as follows: Item 1 - GENERAL CBI ASSESSMENT Item 2- POST DISTRIBUTION MONITORING Item 3 - MARKET ASSESSMENT
1	To establish whether UNHCR’s CBI programme in Mexico is relevant and is meeting the humanitarian needs of the persons served in any or all of the above-mentioned cities as well as further locations in Mexico.					
2	To assess the distribution process as well as the outcomes of cash assistance on HH and community level;					

	3	To confirm that markets are functioning and that PoCs can access markets in a safe and dignified manner;	
	4	Based on the findings, draw up a final report of the review and propose clear, appropriate and realistic recommendations for direct improvement of ongoing CBI activities in Mexico.	
	5	Upon requirement of UNHCR, include comparative analysis with previous data collected on previous occasions.	
	6	Upon requirement of UNHCR, produce executive reports, presentations and two-pager handouts.	
	7	To assess the relevance of the UNCHR's Cash-Based Interventions by looking at the extent to which CBIs objectives and design respond to beneficiaries, donors and UNHCR Mexico Operations needs and priorities (relevance);	
	8	To assess the degree of coherence of UNHCR's Cash-Based Interventions with other national cash actors' interventions, and with their policies and priorities (coherence);	
	9	To assess the extent to which UNHCR's Cash-Based Interventions delivered results in an economical and timely way (efficiency);	
	10	To assess the extent to which the net benefits of the UNHCR's Cash-Based Interventions continue or are likely to continue (sustainability);	
A005	Regarding the above list of services, could you please clarify the difference between service 1 o establish whether UNHCR's CBI programme in Mexico is relevant and is meeting the humanitarian needs of the persons served in any or all of the above-mentioned cities as well as further locations in Mexico, and service 7 To assess the relevance of the UNCHR's Cash-Based Interventions by looking at the extent to which CBIs objectives and design respond to beneficiaries, donors and UNHCR Mexico Operations needs and priorities (relevance);		See above answer, and note these are elements for the evaluations required, please follow annex A and annex B.

A006	For 1.b) - <i>List of the services that can be provided by the company and capacity to ensure that the services can be delivered in the requested as specified in ToR) (40 points).</i>	
A007	It is mentioned that the maximum score for this criteria is 40 points, but the description indicates 8 points per service. Could you please clarify, as the maximum points for 10 services would total 80 points?	We originally requested more services but in the current tender only 3 services are required, and we will distribute the scores accordingly
A008	For 1.b) - How is the " <i>capacity to ensure that the services can be delivered</i> " assessed? Can it be demonstrated through previous experience of proposed staff or the company in each of the 10 services to be delivered?	Yes, and basically it is a confirmation from supplier side when confirming which services can be quoted for that those services will be provided in line with the requirements indicated in Annex A&B
A009	For 2.c) - <i>Capacity to conduct required services</i> (including details on subcontractors) with a maximum score of 100 points. How is the "capacity to conduct required services" assessed? Can it be demonstrated through previous experience of proposed staff or the company in each of the 10 services to be delivered? Can the "availability" be demonstrated through a letter of commitment signed by the proposed staff?	See Annex B: - Demonstrate availability of required staff to implement the required services under direct contractual arrangements (100 points) / with sub-contractors (50 points)
A010	Could you kindly share the Post Distribution Monitoring tools that have been developed for the Mexican operation?	Yes, we can share the template to be used
A011	Will the CBI monitors in each location be identified and contracted by the selected company, or are they existing UNHCR staff?	Selected company
A012	Revisando nuevamente el RFP nos surgió una duda con relación al requisito 4 de la evaluación técnica (monitoring and reporting). El apartado b menciona lo siguiente: "Reporting template for each of the service lots/items requested", quisiéramos corroborar que lo que debemos incluir en este apartado es un outline propuesto del contenido del entregable final de cada ítem. En caso de que no, ¿qué debemos incluir en este apartado?	Vamos a compartir un template para el PDM pero nos gustaría ver como seria el outline de su reporte para los otros servicios en base de Anexo A&B