Clarification Note 1

Reference: **IP-KYR-22-045; KYR-22-046**

Subject: **"OSCE implementing partners roster for implementation of Economic and Environmental Department Programme Projects in Kyrgyzstan"**
"Implementing partners roster for implementation of Human Dimension Department Programme Projects in Kyrgyzstan"

Initial Closing date: **12:00 hours (GMT+6), on Thursday, 20 October 2022**.
New Closing date: **18:00 hours (GMT+6), on Monday, 31 October 2022**

Q&A

1. What is the result of this competition - 1) inclusion in the roster for a potential partnership with uncertain prospects, or 2) the conclusion of a contract / agreement for the implementation of a project idea?

- only for inclusion in the roster. In the occasion of approval the project activity similar with your proposed project idea within five years, the OSCE can conclude a contract without a preliminary competition.

2. Should we offer comments/detailed action plan of our proposed projects for each of the listed tasks (indicate the section) in the proposal, or can we choose only some that are most suitable for our mission?

– You need to choose only a task (direction or topic or Terms of Reference), where your organization has expertise and experience.

3. ToR says: The IP will build on activities launched by POiB in the past years. Where can you find these activities? What are the priorities for these activities - what should definitely be continued and what will no longer be supported?

– hereinafter this sentence "The IP will build on activities launched by POiB in the past years" comes the sentence "The IP will build on activities launched by POiB in the past years, aiming to strengthen public sector governance and facilitate regional development. However new project ideas will also be supported based on initiatives raised by the national authorities. " That is, we will support both new and old or "ongoing" projects. That is, in general, different project ideas in the field of strengthening public sector governance and facilitating regional development will be supported depending on the needs of our state partners. Various initiatives in the field of strengthening public sector governance and facilitating regional development, upon request from government bodies and partners, will be considered by our mission in the period 2023-2027.

4. Does the OSCE have priorities in terms of the geography of intervention if the activity involves working with subnational state bodies or local governments?

– There are no priorities regarding the geography of intervention.

5. Requirement stated: The IP will provide a detailed schedule/ plan of work of the project which includes all planned project events, expert meetings/ discussions, training sessions, consultations, etc. in the related field. Should we develop now or is it done at the stage of concluding a contract?

– At this stage, we ask you to describe the general logic of the project idea by presenting the necessary details of the project idea on 2-3 pages.

6. Is there an application structure (in terms of content)?

– The minimum requirements for qualification and proposal structure are specified in the bid, no other requirements are provided.

7. Are there any restrictions on the volume (number of pages) of the application, requirements for font size, and other technical requirements?

– Such requirements or restrictions are not envisaged in this competition.

8. Are letters or memorandums required from state and local partners?

– The minimum list of documents required to accept a proposal for consideration is specified in the bid.

9. Are letters or memorandums from state and local partners an asset in the evaluation?

– Any documents related to the essence of the proposal or which are evidence of competence and / or professional qualifications must be attached to the proposal.

10. ToR says: Interview board members will make final decision about qualification into the Implementing Partner roster. Who in the applicant's staff will be interviewed and when?

– An invitation for an interview will be sent out based on the results of the evaluation of proposals and admission to the next stage of consideration of applications.

11. When will the answers to the questions be published?

– Answers will be sent to all potential participants.

12. Annex C: Implementing partner agreement template https://www.osce.org/documents/70032) if we follow this link, we open the agreement template that we sign annually with the OSCE Program Office, what should we do?

– These links are provided for review, if the proposal is selected, the legal relationship with the OSCE Program Office will be based on these templates.

13. What language should documents be submitted in Russian or English?

– The "Implementing Partner Questionnaire" form must be completed in English and preferably the Project Proposal/Idea as well. Additional and supporting documents are accepted in the original language.

14. Please explain what is this "Organization's Financial Statement for the last three years, approved by Tax Department"?

- Copies of tax reports accepted by the tax authorities, in case of submission of electronic reports, such reports must be signed and stamped by an authorized employee of the organization.

15. Should we submit a proposal separately to the Human Dimension application and the Econimic Environmental Department if our experience and qualifications are suitable for both applications?

– Each department will form a separate list of partners, for this reason prepare separate proposals.