

CDKN Invitation to Tender Q&A - Project Name RSGL-0031

Question	Answer
<p>1. We would like to know whether you are looking for an exhaustive regional analysis with the idea of having each country represented, or whether the emphasis is rather on the tools themselves? In other words, is the starting point to gather information from each country or is the starting point to gather information about the tools, regardless of which country employs them?</p>	<p>The focus is on the tools and the uptake of risk assessments; it is not necessary (and indeed not encouraged) to have every country represented.</p>
<p>2. In addition to the Selection Document, do you require other documents to be sent as part of this first stage of submitting the EOI (e.g. non-disclosure agreements, CVs etc)?</p>	<p>NDA. CVs not needed at this stage</p>
<p>3. Can the hard copy of the Non-disclosure agreement be sent after the 21 December deadline, or do you have to receive it before?</p>	<p>CDKN requires an electronic copy (scanned signed copy) of the NDA and confirmation of a hard copy being sent via post by the deadline of Friday 21 December.</p>
<p>4. In the case of the submission of the bid as a partnership between two organizations, should we fill in the information of the first partner (lead organization) under PART 1, and the second partner under PART 2? To what extent should the second partner be reflected in the statements under PART 3 and PART 4?</p>	<p>The lead organisation details should be written under Part 1, and any other partners should appear under Part 2. All partners should be reflected in Parts 3 and 4. Part 3 should describe both partners' backgrounds and give some detail on the partnership itself (e.g. whether this is a new or existing partnerships, previous experience of working together). The contribution and roles of each partner should be made clear in Part 4.</p>
<p>5. Does the indicative amount of GBP 100,000 include all the costs related to the project activities, or does CDKN have additional funds, for instance for travel cost of CDKN project partners to the main workshop?</p>	<p>This is an indicative total budget including all costs (inclusive of travel).</p>
<p>6. Is there an expectation that the activities cover the entire Latin America and Caribbean Region? To what extent will you accept a focus on select countries?</p>	<p>The activities do not need to cover the entire Latin America and Caribbean region. It is expected that project will focus on select countries, though the rationale behind the selection would need to be explained. The scoping paper drafted for this project, which will be shared with bidders after this EOI stage, contains some further detail on which countries may provide a suitable geographic focus for the project.</p>

<p>7. Under disaster risks, as in DRR, do you understand only climate-related disaster risks, or also other disaster risks such as impacts of earthquakes?</p>	<p>While CDKN's focus around DRR is climate-related disaster risks, we anticipate that there will be lessons to be learnt in this project from experiences of risk assessment uptake for non-climatic disasters such as earthquakes. Therefore, we are interested in all disaster risks relating to natural hazards – both climatic and seismic.</p>
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The above table answers all queries relating to the Invitation to Tender for CDKN project RSGL-0031 that were received before the deadline of 17.00 UK Time 14 December 2012. No further queries regarding this EOI will be answered.

The deadline for receipt of final ITT documents remains **17.00 UK Time 21 December 2012**. Please submit documents electronically to cdknetwork.procurement@uk.pwc.com. Documents received after this deadline may be disqualified.