

Call for consultancy services: [GWP Eastern Africa Interim Regional Coordinator](#)

ADDENDUM: Article 2.3.3 Communications during the procurement procedure

If the bidder has any questions regarding the call for consultancy, please contact GWPO via email vacancy@gwp.org. GWPO will respond via email to any request for clarification that it receives prior to the closing date. GWPO's response to all questions (including an explanation of the query but without identifying the source of enquiry) will be posted at the website where this is advertised.

i) On page 4 of the attached (Section 2.2) states that the offer should include a 1 page motivation letter, CV, references and costs while Section 2.3 indicates that the offer should have maximum 4 pages. From this narrative, it means that the CV will be 2 pages. Please advise if a 2 page CV is what you are aiming for and is sufficient for your evaluation purposes.

Total number of pages should not exceed 4 pages. The configuration is entirely up to you and how you wish to structure your proposal. The 4 pages is sufficient for our evaluation purposes

ii) On page 4, there is a statement that states that *"The bidder is welcome to include other printed information, although the comments in the proposal requirements should be listed as specified without relying on information in enclosures or elsewhere"*. Does it mean that I can submit extra materials e.g complete CV as Appendices and possibly cite it in the 4 page proposal?. Must the extra materials be printed or can be submitted as soft copies?

Yes, you can submit extra materials as appendices that you will have indicated in the 4-page proposal. These must be relevant to the proposal and complementary to the proposal and must not include the CV, motivation, references and costs which form the content of the proposal within the 4 pages. All proposals must be submitted as soft copies including other printed information (appendices).

iii) Page 6, section 2.4.3, there is a statement that reads *"If a bidder wants to include divergent conditions in a future contract, these should be clearly stated in the proposal offer"*. Does it mean that, in the future, reference will not be made to propositions made under this bid?

It means that the basis for any divergent conditions have to be indicated as these are based on this initial call for consultancy. For the conditions to be divergent, the basis for the divergence stems from the initial proposal offer.