

Questions and Answers

Reference: Request for proposals for audit services of NIM Project funded by UNDP Lao PDR # RFP/005/2010/LAOPDR

Q- Question

A- Answer

- Q - Whether accounting records, accounting reports, accounting documents are presented in English or Lao ?

A- All Final Reports to be submitted to UNDP should be in English

- Q- Which language will be used when performing the audit?

A- during Field audit, Lao + English languages are used

- Q-Annex IV contains 35 project ID (Column 2). We are wondering whether we have to audit and issue 35 audit reports on Combined Delivery Report (CDR) for the projects.

A- Actually not all 35 projects listed in the Annex IV will be audited. The TOR REQUIRED Final Reports will be issued for all actually audited Awards (one award main contain 1 or more projects). We expect to receive the UNDP HQ final decision of the Audit Plan by end of January 2011.

- Q- Are electronic submission (email) of proposals acceptable?

A- Yes, in order to facilitate the submission of both Technical and Financial proposals, the submission duly stamped and signed may be done electronically in PDF Format and sent to the following secure email address only: lao.procurement@undp.org . Technical and Financial should be sent as separate PDF file. If technical and Financial proposals are sent in the same PDF file, they will be rejected. Proposals sent by fax will not be accepted as well. To secure your Financial offer please set-up a password, which will be used at a later stage once the evaluation of the technical proposal is complete. The Companies who achieved the minimum score will be requested to provide passwords. Late proposals will be rejected.