



## QUESTIONS AND ANSWERS REPORT

<b><u>To:</u></b>	Offerors
<b><u>From:</u></b>	UNDP Lebanon
<b><u>Subject:</u></b>	Provision of Professional Services for the Integrating Peace Building into Educational Channels in Tripoli and its surrounding areas in intermediate public schools
<b><u>Reference:</u></b>	LEB/CO RFP/171/16
<b><u>Date:</u></b>	26 August 2016

UNDP Lebanon Procurement Unit has received several questions regarding the subject Tendering Procedure. All questions received to-date are documented below with respective answers.

<b>Questions and Answers</b>		
1	Q.	As per the project’s reporting deliverables, it is stated “A fourth and final report of the implementation of the soft activities after their implementation by the end of the academic year...”. Does that imply that all of the soft activities have to be implemented at the schools during the academic year ending in summer (June) of 2017? If so, then there will be no activities left to implement in the remaining 5 months of the project duration. We anticipate that some schools may prefer to conduct their activities at the beginning of the new academic year (September, October, or November of 2017), and as such some of the soft activities might extend to the beginning of the next academic year.
	A.	<b>The soft activities are preferred to be implemented at the schools during the academic year ending in June of 2017, although in coordination with and after approval of the school principals and in close consultation with UNDP, some soft activities may be implemented at the early beginning of the second academic year. After the implementation of the soft activities, the contractor still have to conduct post-implementation follow up seminars when needed and organize a final event gathering all the targeted schools and also report the mechanisms that were put in place in the schools to ensure that the Codes of conduct will be implemented by 15 December 2017.</b>
2	Q.	It is stated under the section titled “Activities Requirements” sub section a, that the sensitization sessions will target school students in general with students from different sections involved (30 students maximum per session). Whereas per page 31, activity requirements, sub section c; the training sessions that will be delivered will target only the students who are selected as part of the working groups and not all students?



	<b>A.</b>	<b>As detailed in the TOR, 2 types of sessions will be delivered: the sensitization sessions and the training sessions. As a start, the contractor is required to conduct 3 sensitization sessions targeting different students (30 per session per school), school personnel and parents. After these sensitization sessions, a working group will be formed of interested students, school personnel and parents. One working group will be formed per school. Then the training sessions will be delivered only to the students, school personnel and parents selected as members in these working groups.</b>
3	<b>Q.</b>	Would it be possible to provide us with a list of the names of the 15 schools that shall be targeted through this project, as well as available information that can help us better understand the targeted schools such as their number of students, number of classes, number of teaching staff, and geographical dispersion across Tripoli and its surrounding areas?
	<b>A.</b>	<b>The 15 targeted schools are Intermediate public schools. They are located in Tripoli city, Mina, Minyeh, Beddawi, Qobbeh, Abi Samra, Qalamoun and Deir Ammar. These 15 schools will be selected by the Ministry of Education and Higher Education. Therefore, the list and their detailed information are not available.</b>
4	<b>Q.</b>	The number of the students participating in the training from each school is equal to 30 students. Concerning providing training for teachers, school personnel, principals, and administrative staff: please advise what are the total number of the staffs that are going to participate in this training?
	<b>A.</b>	<b>The sensitization sessions <u>and not the training sessions</u> will target 30 students per session per school in addition to school personnel and parents which number is not defined and depends on each school. After the sensitization sessions, a working group of students, school personnel and parents will be formed per school. The members of each working group will be selected based on their level of interest in the peace building topics, their personal involvement, their motivation, etc. The training sessions will target the students, school personnel and parents selected as members of the working groups. The number of members is not defined.</b>