

LRPS-2023-9180980- LTA for Capacity Building
Answers to Queries

- Can a company apply if it's registered outside Lebanon?

Answer: A company registered outside Lebanon can apply if their team is based in Lebanon (as required in TOR).

-How many contractors you intend to engage for this assignment?

Answer: Number of Long-Term Arrangements (LTAs) that will be issued will be determined based on the outcome of the tender.

-What's likely period of scheduled operations?

Answer: It is unpredictable, the aim of the LTA is to have qualified service providers on standby to be mobilized when it's needed. Sometimes we request services for one week, and sometimes for months.

-Can international vendors without Arabic understanding submit proposal?

Answer: We prefer to have team members and experts who speak Arabic and understand the context in Lebanon.

-Do you have budget for fee payment? If yes, kindly share.

Answer: Bidder should quote based on the Annex 2- Pricing Annex.

- Is it both visual and field training?"

Answer: Yes, the training sessions could be conducted online (e.g., in case of emergency, or short session) and in person (central at Beirut or all over Lebanon).

- Can you elaborate on the type of activities to be carried out by community mobilisers and volunteers in the field?"

Answer: The activities depend on need. They could be about sharing information with the community (flyers, posters,...), raising awareness on specific topic (UNICEF provides hands on training), arrange meeting with community members, etc.

- Can we change in the Unit of the excel spreadsheet table "Pricing Annex"? For example, for the specialist, can we set a unit per hour or per session?

Answer: we use daily rate for specialists to be able to compare with other bidders. No change should be made on Pricing Annex.

- In the budget line "invitations (coordination call, email, follow up)", what do you mean by it (the secretary salary or duties only like internet, recharge cards...)?

Answer: If selected, the LTA holder will be responsible sometimes to send invitations and follow-up phone calls to confirm with participants. This budget line covers this cost which could be the salary (daily rate) of the assistant who is doing this task or the cost of the communication fees.

- In the TOR document, Page 6 of 6, what do you mean by "3 agenda one for each training"?

Answer: The bidder should provide a sample for a training agenda. You can select one topic and simulate sample(s) of the agenda.

- We appreciate to know if we can apply to only 1 or 2 axis out of the 3 axis:
 - Social behavioral Change, Community mobilization and engagement.
 - Interpersonal skills communication
 - Public health, health and environment education (e.g. COVID-19, Cholera, Hepatitis A, climate change...)

Answer: Yes, this is possible.