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The Pacific environment, sustaining our livelihoods and natural heritage in harmony with our cultures.

ANSWERS TO CLARIFICATION QUESTIONS

File: A/P 6/4/1
Date: 13 January 2017
To: Interested suppliers
Contact: Ma Bella Guinto
Subject: **Request for tenders: Baseline Assessment of Scrap Metal Recycling in Samoa and Drafting of the Regional Scrap Metal Strategy**

Q1. I would like to confirm if tenders are open to any institution, or if they should be located in one of SPREP's member countries.

Response: This is an open tender and there are no restrictions on the location of where your company is based.

Q2. Would you like the technical and financial portions of the proposal to be sent in separate files?

Response: It is up to you how you present your proposal. Please ensure you also complete the application form as part of your submission. This can be found on our website under this tender heading.

Q3. Will a member from SPREP be available to accompany the project team to undertake the consultations/meetings in Samoa?

Response: Yes. We will ensure that there will be assistance provided during the consultations/meetings in Samoa. SPREP will take an active role during the consultations.

Q4. Does SPREP have any requirements or preferences for the dates when the consultations/meeting in Samoa should take place?

Response: It is preferred that consultations/meetings be held during the early stages to capture the issues from relevant multi-sectors.

Q5. We understand that designing and undertaking a national Samoan scrap metal awareness campaign is required as part of this project. What stakeholders would SPREP like to target in this campaign? Do you require the consultants to implement the entire campaign or only the design and initial roll out of the campaign?

Response: The awareness campaign will target relevant sectors involved in the material flow of scrap metal. The intention is to advocate best practices in scrap metal management including health and safety measures in handling. We expect the consultant to design and roll out the awareness campaign which will eventually be absorbed by the government Ministry.

Q6. We understand that designing and implementing a survey for the 20 PICTs is required as part of this project. Could you please clarify the level of assistance we will receive from SPREP for the distribution and data collection of this survey? Will SPREP offer support with these tasks?

Response: Yes. SPREP will provide support in the survey by providing available information and assistance in circulating survey questionnaires to focal points. It will also provide specific contact details of technical focal points in the waste sector and follow-ups, if required.

Q7. Whether consortium and joint venture is acceptable under the call for proposal?

Response: We can accept proposals from consortium as long as the roles will be well defined and requirements will be met.

Q8. In case the consultancy organisation have 8 years' experience whether they can participate in the call for proposal or whether they can collaborate with other consultancy firm for meeting the 10 year experience criteria?

Response: Depending on the quality of the previous experiences and the references presented, we can be flexible on the 10-year experience requirement.