

**Answers to questions from Potential Bidders**  
**RFP-2011-38 - Development of partnerships and cross cutting**  
**competency training modules: Phase 1**  
**01-Sep-2011**

1. The requested proposal concerns Phase 1 (development of the face-to-face workshop). Is it envisaged that the 3-day workshop covers all 6 competencies, or is the development of more workshops each covering 2 or 3 competencies an option to be considered.

**Answer:**

THE THREE DAY WORKSHOP SHOULD COVER ALL 6 COMPETENCIES

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2. Reference is made to the pilot testing of the workshop. Should the phase 1 proposal include the pilot testing of the workshop, and if so, should we then assume that this will be one pilot workshop to be conducted in Geneva?

**Answer:**

IT IS NOT NECESSARY TO INCLUDE PILOT TESTING IN THE PROPOSAL

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3. We would like to clarify what is expected in the technical proposal. In some instances you mention workshops ("Description of the methodology [...] of the workshops"), in others you precise "[...] the development of the face to face workshop".

Do you confirm that you expect that we produce, in Technical proposal b) a proposal of the "approach and methodology for the learning module" i.e. an approach and methodology of the partnership and cross-cutting competency face-to-face workshop of phase 1 of the 3-phase project?

**Answer:**

THE TECHNICAL PROPOSAL SHOULD INCLUDE LEARNING OBJECTIVES, APPROACH AND METHODOLOGY FOR EACH CROSS CUTTING COMPETENCY:

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4. You ask for a company 'stamp/seal' on one of the documents. As my company is a trading name rather than a limited company I am unable to provide this. Is this satisfactory? Will my signature on the document suffice?

**Answer:**

SIGNATURE OF AUTHORIZED PERSON ON BEHALF OF THE COMPANY IS ACCEPTABLE.

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