

ANSWERS TO CLARIFICATION QUESTIONS

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Date: 01 July 2019
To: Interested suppliers
Contact: Maraea S. Pogi (maraeap@sprep.org)
Subject: Request for tenders: **Consultant – Conference Coordinator – 10th Pacific Islands Conference on Nature Conservation and Protected Areas**

Q1. We just wanted to touch base to see if it was an unconditional clause of living in Samoa for the duration of the contract.

Response:

Yes, due to the nature of the work, we would require the consultant to be based in Samoa for the duration of the contract.

Q2. 4.4 of the tender document states: *Submit a copy of valid Business License, or evidence of application if still in the application process and legally able to work in Samoa for the duration of the contract.*

I want to ask you if it is possible to proceed in a way that avoids this potential administrative scenario. For example, would you accept as evidence a declaration of honour wherein I declare to start this process upon contract award?

Response: Yes, that is acceptable. However, the successful applicant would need to submit all relevant documentation as mentioned above prior to the commencement of the contract.

Q3. of the tender document states: *Provide at least three (3) referees as part of the tender application, including the most recent work relevant to this position.*

I have worked the last 15 years as an employee for 2 employers. For each employer I worked in different roles with relevance to this position. Therefore, I want to ask you if it is possible to submit various referees from a same employer.

Response:

Please submit a reference from your 2 previous employers plus another reference from anyone else you think is appropriate (a character reference will suffice).

Alternatively list the 3 referees and we can contact them directly.