



United Nations Population Fund
Asia and Pacific Regional Office
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**Q&A in response to
REQUEST FOR QUOTATION (RFQ) N°: UNFPA/BKK/RFQ/24/003
'The provision of Strategic communication support to
address Gender-Based Violence in Asia Pacific'**

Q1: Would it be possible to have an indicative budget range allocated for the requested services?

A1: The budget range allocated for the requested service is around USD 80,000-90,000.

Q2: When should the mission start and end?

A2: The mission of the assignment should be

- Around September 2024 for a 3-day workshop to develop a campaign online GBV to be held in Bangkok in September 2024
- Around October 2024 for a regional symposium on technology-facilitated gender-based violence to be held in Bangkok in October 2024 and
- Around November 2024 for a 3-day meeting on female genital mutilations to be held in Bali in November 2024.

The contractor's team should present for the whole period at the workshop/symposium/meeting including one day before the start date/one day after the end date.

Q3-a: Evaluation process: how many companies will be shortlisted?

A3-a: This is the open competition, there is no shortlisted company. All companies/organizations are invited to join this bidding exercise.

Q3-b: Do you plan an oral presentation session?

A3-b: No oral presentation is planned.

Q3-c: What are the next steps following the technical and the financial evaluations?

A3-c: The next step will be the Award of the contract and Contract Signing.

Q4: Has this type of missions always been outsourced?

A4: The bidders need to arrange their own travel for the assignment. The bidders need to include all travel-related cost as Lump sum into their financial proposal as per the Price Quotation Form.

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27-May-2024



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Q5: Who will be the main interlocutors and contact points?

A1: The contractor will engage primarily with the Regional GBV Advisor and GBV technical specialists for UNFPA APRO. It is also expected that the contractor will engage with other members of the GBV team, UNFPA Country Office staff and other stakeholders as required, to be coordinated by UNFPA APRO.

Q6: Have you already developed similar GBV campaigns in Asia Pacific or in other regions (Africa, Middle-East etc.)?

A6: Yes, UNFPA has developed a variety of campaigns on GBV in Asia Pacific

Q7: Would it be possible to have more details regarding the exact scope/ deliverables for each item? What do the terms « communication materials », « communication assets » refer to?

A7: The scope/ deliverables for each item refer to the TOR. The terms « communication materials, communication assets refer to social media posts/ visuals/messaging.

Q8: UNFPA Asia and the Pacific covers 36 countries with different contexts and backgrounds (for instance, in Bangladesh violence against women is much higher than the global average). Will the campaigns (campaign online GBV and virtual campaign to raise awareness on ending child marriage) have to be adapted to each local context, or will there be a single campaign for Asia-Pacific in general?

A8: There will be general messages that might need to be adapted in the different languages. Translations will be done separately from this contract.

Q9: What will be the working language for this mission and language(s) used for the campaigns?

A9: English

Q10: Does it include coordinating with other regional offices (Arab States, East and Southern Africa, West and Central Africa, Latin America and the Caribbean, Eastern Europe and Central Asia)?

A10: This is a regional initiative. No need of coordination with other regional offices.

Q11: Regarding the different events (3-day workshop to develop a campaign online GBV, regional symposium on technology facilitated gender-based violence and 3-day meeting on female genital mutilations): who are the targeted participants? How many people will be involved?

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A11: The meeting to design the campaign on online GBV is targeting ASEAN representatives (40 participants). The regional symposium targets CSOs, academia, service providers (30 in person and 20 on-line). Partnership meeting on FGM targets all key actors on FGM (CSOs, Academia, National human right institutions, service providers)- around 50 people.

Q12: Should the campaign launched in December incorporate the themes addressed in the different mentioned events (i.e symposium on technology facilitated gender-based violence, virtual campaign to raise awareness on Ending Child Marriage for International Day of the Girl Child), or only those defined during event 1 (workshops in Bangkok)?

A12: The campaign launched in December will only incorporate content from event 1.

Q13: Do you also need strategic advice related to public speaking / press relations / public affairs / crisis communication?

A13: We don't expect this to be needed within this assignment. Nevertheless, facilitation of the Bangkok workshop (event 1) is expected.

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