

## **Answers to questions in RFQ**

### **UNFPA/ASRO/RFQ/24/001 for the provision of a Phase 2 mentoring programme for female entrepreneurs heading social enterprises in the Arab States region**

**Question:** The RFQ mentions that the vendors should "Design and deliver mentorship activities to 15 selected mentees and partners". In this regard, will the vendor be responsible for the recruitment of the mentees, or are they pre-selected by the UNFPA from Phase 1?

**Answer:** Formal recruitment of mentees is not part of the deliverables in Phase 2 of the programme. Most of the 15 mentees will carry over from Phase 1 and a few places will be filled with new mentees identified by UNFPA country offices.

**Question:** Bidder X was not part of the 1st phase of the project, are we then eligible to participate in the 2nd phase?

**Answer:** Phase 2 is a new phase of the programme. All vendors are eligible to submit their proposals for Phase 2 as part of a competitive selection process.

**Question:** Regarding the deliverable "Contribute to and participate in UNFPA internal engagement activities as needed (1-2 meetings)," we seek confirmation on whether our responsibilities extend to managing the logistics of these meetings. This includes booking venues, arranging food and beverage services, sending out invitations to stakeholders and so on.

**Answer:** The UNFPA internal engagement activities referred to in the proposal are online activities such as virtual meetings and presentations. No in-person meetings are foreseen in this RFQ and the vendor should not include a budget for this.

**Question:** "Explore engagement in events and continued networking opportunities" – Could you please elaborate on the scope of events, the nature of the networking opportunities envisioned and our role?

**Answer:** With regards to engagement in events and continued networking opportunities, the vendor will, on an ad-hoc basis, help identify and support the mentees' exposure in relevant regional challenges, contests and events for social businesses e.g. where they will have the chance to pitch for funds and/or connect and network with other social businesses, donors and partners, the vendor will also support the mentees' participation in UNFPA-organized activities such as challenges and competitions related to innovation.

**Question:** "Contribute with expertise and content to 1-2 thematic calls with UNFPA and partners for potential scale of the initiative" – We would be grateful for specifics on the thematic areas of focus for these calls and the form of content contribution expected from us.

**Answer:** With regards to the 1-2 thematic calls with UNFPA and partners, the objective of these calls will be presenting the programme as a partnership platform for other agencies and partners to bolster the initiative. The content development would depend on the type of partner and will be in collaboration with UNFPA.

**Question:** We would like to inquire whether bidders who did not take part in phase 1 of the mentoring programme will be considered to join phase 2 of the programme.

**Answer:** Phase 2 is a new phase of the programme. All bidders will be considered, as part of a competitive selection process.

**Question:** Is it possible for you to provide more information on the content delivered in the previous phase and the criteria used to select the final 15 startups? Additionally, if it's possible

for you to also share any TNA from phase 1 as that would greatly help us offer a more informed and relevant proposal.

**Answer:** Please see relevant content from Phase 1 including Selection Criteria here:

[https://drive.google.com/drive/folders/12FA9vTLXm\\_U2v7PpJ5e04GIPCV5b9i2F?usp=sharing](https://drive.google.com/drive/folders/12FA9vTLXm_U2v7PpJ5e04GIPCV5b9i2F?usp=sharing)

**Question:** we would like to know whether the mentorship sessions provided will be delivered on a one-to-one basis or will they be group mentorship sessions.

**Answer:** The mentorship will be provided as group sessions; ad-hoc one-to-one coaching sessions can be organized with the mentors based on interest and availability;

**Question:** The RFQ makes a mention of possible newcomers to the programme, can you provide more information on the expected mechanism through which they will join the programme?

**Answer:** Newcomers to the mentee cohort will be identified and selected by UNFPA country offices in collaboration with UNFPA Arab States Regional Office.

**Question:** With regards to scale-up of the initiative, is this in reference to the UNFPA programme or in reference to scaling-up of the 15 selected startups?

**Answer:** UNFPA is looking to expand both in terms of engaging new partners and agencies in the initiative, as well as reaching a higher number of women-led social businesses.

**Question:** will the thematic calls referenced include mentors and mentees in addition to other stakeholders? And are they expected to take place in-person or remotely?

**Answer:** The thematic calls will include mentees, mentors and stakeholders; they will take place online, unless other arrangements are agreed on;

**Question:** The RFQ requests a demonstrable ability to organize and coordinate calls for application processes. In order to fully clarify this point we would like to confirm whether the programme will involve an application process or not. And if yes, how will it be positioned in the overall timeline of the programme?

**Answer:** Call for applications is not part of the deliverables in Phase 2 of the programme. Most of the 15 mentees will carry over from Phase 1 and a few places will be filled with new mentees identified by UNFPA country offices.