

Questions RFP-2025-014 - Study on understanding and enabling postal microfinance capabilities

1. Has the UPU identified specific priority countries or regions for analysis and MFI solutions?

Will be determined as part of the research deployments and UPU is open to recommendations from the consultant.

2. Is the bidder expected to primarily focus on desk-based assessment or cover field studies as well?

Both research and field engagements.

3. Will UPU share any relevant internal data, previous UPU studies, or pilot programs related to postal microfinance with the winning bidder?

UPU is seeking an evaluation of the relevant and latest models for offering microfinance through the postal network and we expect the consultant to illustrate their experience and sector knowledge in their proposals. UPU had issued a number of public research studies on postal operators and their respective customers and their digital needs and requirements that can be used and referenced.

4. Are there existing partnerships that the study should reference or leverage?

Not in the context of this research study.

5. Does the bidder need to account for the logistics and cost of an in-person report dissemination event at the end of the project? Would UPU take care of this?

The budget communicated is fully inclusive of all related research deliverables and including dissemination.

6. A fortnightly report to UPU in a six-month project would typically mean 12 timesheets, excluding other project deliverables. Building a high-quality deliverable would require time for the bidder. Is it possible to have fortnightly reporting calls and monthly timesheets/ update reports for effective project management?

UPU is open to receive proposals.

7. What are the countries (or at least the continents) where the review should be conducted?

UPU; This will be determined through the course of engagements and we welcome recommendations from the respondent.

8. If they are not defined, is it expected that the candidate proposes the countries in the technical proposal? Will this be part of the evaluation?

Yes.

9. Or should it be defined during the assignment? If yes, how should the candidate demonstrate its capacity to mobilize local experts in the technical proposal?

Respondents should provide their recommended approach based on their sector experiences and knowledge keeping in mind that this engagement will need to be coordinated through the postal networks.

10. What is meant by “players involved in the microfinance value chain”?

Means Microfinance ecosystem actors.

11. Provide analysis of the role of microfinance capabilities in enabling customers digital credit access choices, enhanced livelihood resilience..”: there seems to be a typo, could you please clarify?

Respondents should provide input on how microfinance capabilities can improve people’s lives.

12. total contract term of six months” while 3.5 states “between six and eight months”: can you confirm that the latter applies?

We prefer the project to be completed in 6 months but we understand from experience that we need to be extended and hence the 6-8 months.

13. Is these informations to be replied (included) in my proposal or will be supplied after the fully research (after the tender is given)

This is the actual tender scope of work and the tender applicant needs to illustrate how they will be able to achieve this in their bid responses.

14. You asked to name two individual consultants. Are these consultants from within our company or outside of our company?

The consultants in question are the consultants representing the bidding organization responsible for carrying out the scope of work as defined in the UPU tender.

15. apart from the tender restrictions and requirements set out in the RFP, there are no other requirements (such as page length, specific format to be used) to be observed?

No, up to the bidder

16. the technical proposal and the financial proposal can be submitted in one single pdf? Or should they be separate?

In principle yes

17. Whether XXX, as a Ghana-based international research institute registered on UNGM and operating across Africa, is eligible to participate in this procurement process;

Yes, why not 😊

18. Whether there are any specific pre-qualification criteria, registration thresholds, or mandatory documentation—beyond those currently outlined in the RFP—that must be satisfied to enable our full participation;

All necessary documentation is listed in the RFP. Any additional documentation bidder considers necessary to share be provided.

19. Whether any partnering arrangements or consortia frameworks are anticipated or preferred in fulfilling the terms of reference for this study.

Up to the bidder to decide.