**RESPONSE TO QUESTIONS REGARDING TENDER 2022-06-015**

Assignment Name: **Security monitoring and protective services in Libya**

**Based on questions received, the information below is provided for clarification regarding**

**The tender referenced above. Please note if new questions are received, they will be added to this document.**

1. **Question:** Please note that when trying to access your website at [http://www.idea.int/](https://eur03.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.idea.int%2F&data=05%7C01%7Ctender%40idea.int%7C0c288a240f0547cd859e08da970ad65b%7C40f2f3b3295a4dc3b356e57f3a7d4759%7C0%7C0%7C637988370808973683%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C2000%7C%7C%7C&sdata=Liuu2XzumdKzV14FjOB3l9GFD8EBAaqDAS1kPF0mKdE%3D&reserved=0) we receive the error message.

**Response 1**: Our website is down at the moment and our hosting company is looking into it now. Please revisit later. Meantime sending this document in email and this will be posted once website is running.

1. **Question:** Will Benghazi be considered the central operations hub with other cities such as Tobruk and Tripoli being secondary (less visited) locations?

**Response 2**: No, we can’t consider Benghazi as the central operations hub. the project currently

 will be located in Benghazi, but we might change this location to any other city as the context

 and the work with the House of Representatives HoR will require.

1. Will there be times when IDEA staff are operating in Benghazi and Tobruk (or other locations) at the same time?

**Response 3**: No, IDEA staff will work in one location at any given time.

1. **Question**: Will IDEA always use hotels for staff or is a permanent residence envisioned?

**Response 4**: IDEA will always use hotels for its staff accommodation.

1. **Question**: Please clarify the language to be used to deliver HEAT training; Arabic, English or both?

**Response 5**: English.

1. **Question**: Will IDEA procure communication, tracking, and life support assets (med/trauma kits), or should those be included in the vendor's financial proposal?

**Response 6**: It’s the supplier's responsibility to provide any needed items, assets or equipment during the Implementation of security-related services.

1. **Question**: Which city is to be the main operating location for the duration of the contract, and therefore where the provider should plan to be based?

**Response 7**: Currently the project will start in Benghazi, but we might change this location to any other city as the context and the work with the HoR will require.

1. **Question**: What is the name and address of the hotel in Benghazi that is referred to, so that planning and assessment can be done?

 **Response 8**: IDEA will use the hotels that are in secure locations around the country based on

 the security threat monitoring, assessment, and recommendations

1. **Question**: Please list any other accommodation or work sites that are expected to be visited.

**Response 9**: For the purposes of implementation of IDEA missions, the following cities (non-limitative list) might be considered Tripoli, Tobruk, Benghazi, Misrata, Derna, Sirte….. Main movements of staff will be between hotels, airports, event locations, and HoR premises.

1. **Question**: Is the International IDEA presence in Benghazi a permanent one - i.e. it is staffed throughout the year – or is only periodic (recognizing that the 2-4 international staff / travelers requiring support are making periodic visits)?

**Response 10**: Actually, IDEA does not have a permanent office in Benghazi, the monthly visits of travelers are periodic throughout the year.

1. **Question**: What are the expected Nationalities of the International Staff Travelers / Staff?

**Response 11**: Different nationalities, in addition to Tunisian and Libyan travelers.

1. **Question**: Who will be responsible for obtaining Visas for all international Travelers / Staff?

**Response 12**: IDEA will be responsible for obtaining Visas for all international Travelers and Staff.

1. **Question**: What notification period (days of notice) is given for each visit that is to be supported?

**Response 13**: IDEA will notify the security agency 5 days in advance before each planned intervention, IDEA will share the planning of visits with the winner and update its notifications or rescheduling accordingly

1. **Question**: Please estimate or confirm the number of tasks over the contract period that will need supporting in cities other than the main operating location?

**Response 14**: IDEA staff will work in one location at any given time.

1. **Question**: Are all the locations to be visited within each city (i.e., Tripoli, Misrata, Benghazi etc.) within the city limits?

**Response 15**: All the movements will be within each city’s limits except for cities without airport facilities where road transportation will be needed

1. **Question**: What sort of distances are expected to be travelled on visits?

**Response 16**: Transportation and transfers between the airport, hotel, HoR premises are the mainly distances to be considered for each visit

1. **Question**: How many local Libyan staff would be expected to travel with the international staff?

**Response 17**: IDEA has two Libyan staff nationals that are expected to travel with international travelers inside the country if the location of the event is different from Benghazi .

1. **Question**: Will the visiting international staff be expected to visit multiple cities within each trip they make, and if so, how this is to be structured (days in each, gap in between each, etc.).

**Response 18**: IDEA staff will work in one location at any given time.

1. **Question**: Does International IDEA have a security minimum standards document or policy that the security provider needs to be aligned to? Is so please can we have a copy.

**Response 19**: Actually, IDEA does not have a policy on security standards. The winner is requested to develop the needed policy and procedures for this project.