



Clarifications

RFP23-5966 – Preferred Suppliers for services to support the communication work of SPC FAME

Date: 12/12/2023

Bidder's question	SPC's response
If there is no business registration system in my country, how can I respond this requirement?	In that case you need to provide a tax registration certificate.
I am writing to enquire whether sole traders operating with an Australian Business Number are eligible to respond to this RFP.	Sole traders from Australia can apply using their Australian Business number
"PSA Template.docx" is the contract to sign if I am awarded the bid to become preferred supplier, and therefore does not need to be submitted with my proposal, correct? If not, please explain.	The PSA template is provided for information. If you don't agree with one of the provisions of the PSA template you need to indicate it in your submission
What kind of insurance would be the most valuable for a self-employed contractor regarding your requirements? Is a professional indemnity insurance enough ?	Correct professional indemnity insurance is what is requested.
about fraud, corruption, money laundering or terrorist financing activities detection: what kind of process would you consider? Same question for Social and Environmental responsibility	As an individual if you don't have anything in place just reply No. If you have any process in place, reply Yes.
Can we get clarification around the communication training regarding who exactly the training is for? SPC staff or otherwise?	The training will be mainly in SPC member countries but it will also covering the SPC staff on very practical topic on communications
Would the media subjects need to sign consent forms for videography/photography? Is this covered by SPC or the contractor?	SPC has a consent form ready to use to take pictures of children and it is mandatory to have the parents consent before filming or taking their pictures. However, there is no SPC policy for adults, assuming that most of the video and photography content will be with our collaborators in the member countries.



<p>In work situations where travel outside of home location, are refreshments provided under travel costs?</p>	<p>Travel will be quoted separately from the RFP and will apply if needed on case by case basis. SPC or SPC's partners will cover the travel costs which will cover the accommodations and the food during the stay.</p>
<p>In regard to the financial offer I need to know the duration of the films, number of shootings per day, locations etc....</p>	<p>The purpose of this RFP is to contract providers through a preferred supplier agreement. At this stage we can't provide any details about the services that will be required.</p>
<p>Website development and/or maintenance: Is DRUPAL mandatory or can we propose another system?</p>	<p>DRUPAL is the official SPC CMS tool and can't be changed at this stage.</p>