

## NUMBER ONE

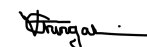
### SADC SECRETARIAT RESPONSES TO REQUESTS FOR CLARIFICATIONS

REFERENCE NUMBER: SADC/3/5/2/164

REQUEST FOR SERVICES TITLE: CONSULTANCY FOR THE PROFESSIONAL EDITING, DESIGN AND PRINTING OF THE REVISED SADC SPMER POLICY

DATE OF ISSUE OF RESPONSES: 24<sup>th</sup> AUGUST 2021

Question Nº	Question	SADC Secretariat Response
Nr.1	Are companies allowed to bid for this service?	This is an individual consultancy and companies are not allowed to bid
Nr.2	Is the design and printing expected to be done by the individual entity or by an individual person only? Can a firm submit CV's of individuals for the assignment?	Please refer to number 1 above. The work is supposed to be done by an individual consultant only and firms are not allowed to submit CVs.
Nr.3	Please share the document / policy in question in order to enable us to ascertain or establish the type of text used ( plain or technical ) texts.	The document will be shared with the winning bidder.
Nr.4	Also assist with the number of pages?	The number of pages are: English Version – 24 pages French Version – 28 pages Portuguese Version – 27 Pages
Nr.5	Is SADC going or hoping to appoint one individual with a strong command in English, French and Portuguese or a company with professional editors with strong command of English, French and Portuguese?	Selection is based on the criteria which is in the Request for Expression of Interest and the best candidate will be awarded the contract.

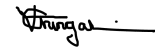


End of Responses

Southern African Development Community

CBD Plot 54385

Phone: (267) 3951863 | Fax: (267) 397-2 848

A handwritten signature in black ink, appearing to read 'Shungu', followed by a horizontal line.