

Date: 10 September, 2019

PRE-PROPOSAL MEETING MINUTES

Subject: Conducting Community Risk Assessment (CRA) and developing Upazila Disaster Management Plan in Suchana Areas.


With reference to the RFP/SCI/BDCO/FY-19/00041 for Hiring Consultancy of Conducting Community Risk Assessment (CRA) and developing Upazila Disaster Management Plan in Suchana Areas dated on 03.04.2019, the Pre-Proposal meeting was held in Save the Children Country office, Dhaka on 09.09.2019 at 11.00AM. On behalf of Save the Children, the entire subject related to this Proposal terms, conditions, program requirements and assumed situation are discussed with all participants. The discussion summary with reference to RFP/SCI/BDCO/FY-19/00041 is presented as follows:

1. All the questions raised by the consultancy Firm/Agent were responded in the meeting.
2. Timeline clause VIII of TOR: **Revised abbreviation would be UDMC** instead of DUMC.

There being no other points to discuss the meeting came to an end.

All terms and conditions will remain unchanged as per the Tender document.

Issued by

 11.9.2019

Sr. Manager - Procurement & Supply Chain
Save the Children International