

**Questions and Answers**  
**USAID CSS (RFQ) 2019-05**  
**Development of the Website of the National Association of Serbian Prunes Producers**

Q1: I would be grateful if you could confirm what documents you need from bidders. If I understood correctly what you need from bidders?

A1: Yes, the below-mentioned parts of the section VII are required per the USAID CSS (RFQ) 2019-05 Development of the Website of the National Association of Serbian Prunes Producers:

- Format of quote/offer with information's about bidder;
- Statement that bidder is registered as a company specialized in software development or website portal development;
- Offeror's Brief description of professional capacities, past performance and experience;
- Technical approach where bidder should describe their overall technical proposal in terms of platform and technologies;
- Cost proposal

Q1.1 Should the required brief description contain company profile with basic information about bidder and core business and brief information about past performance and experience with at least 3 references or something similar to that?

A1.1 Yes, the Offerors Brief description of professional capacities should include information on the bidder profile, its core business and relevant past performance and experience with at least 3 references of projects of similar complexity.

Q1.2. Should the registration statement contain proof from Serbian Business Registers Agency - APR (in Serbian or English?), or just statement?

A1.2 This should be regular statement from Serbian Business Register Agency in Serbian (potvrda / resenje iz APR).

Q1.3. Statement containing list of employees and their job positions to prove that bidder must have employed at least two software developers, out of which at least one senior software developer. Should this Statement should have list of employees that are involved in project or list of all employees in the company?

A1.3. This statement should include only employees involved in the project and not entire company.

Q1.4. Obligatory/Required Attachment: CV from page 11. in attachment.

Do you need CV just from employees that are involved in project? By that I mean software and web developers?

A1.4. Proposals should include CV only from employees involved in the project and not entire company.