

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES 1 10	
2. AMENDMENT/MODIFICATION NO. 01	3. EFFECTIVE DATE See block 16C	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY Regional Contracting Office USAID/Peru Unit 3760 APO AA 34031		CODE	7. ADMINISTERED BY (IF OTHER THAN ITEM 6)		CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State, and Zip Code) PROSPECTIVE OFFERORS			<input type="checkbox"/>	9A. AMENDMENT OF SOLICITATION NO. 527-08-008	
				9B. DATED (SEE ITEM 11) 02/05/2008	
			<input type="checkbox"/>	10A. MODIFICATION OF CONTRACT/ORDER NO.	
CODE:			FACILITY CODE:		10B. DATED (SEE ITEM 11)
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers is extended is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods:

(a) By completing Items 8 and 15, and returning 2 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers, **FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.** If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If Required)
See page 2

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,
IT MODIFIES THE CONTRACT/ORDER NO., AS DESCRIBED IN ITEM 14**

<input type="checkbox"/>	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify Authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103 (b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAA of 1961, as amended, and E. O. 11223
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

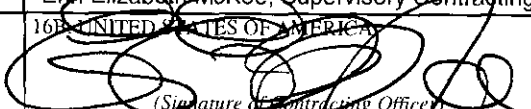
E. IMPORTANT: Contractor is NOT is required to sign this document and return 2 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this RFTOP amendment is to make changes in (a) Section II – Instructions to Offerors and Section III – Evaluation Criteria, as well as to incorporate the “Question and Answers” document that comprises USAID’s response to all questions received as indicated in the RFTOP. To avoid repetition, USAID has eliminated/combined those queries that were duplicative. Accordingly, the RFTOP is hereby amended as follows:

1. Section II – INSTRUCTIONS TO OFFERORS: Make the following changes:

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER		16A. NAME AND TITLE OF CONTRACTING OFFICER Erin Elizabeth McKee, Supervisory Contracting Officer	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 28 FEB 2008

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Request for Proposal No. 527-08-008		Amendment No. 01
14. DESCRIPTION OF AMENDMENT/MODIFICATION (CONTINUED)		

a. Item II – INSTRUCTIONS FOR THE PREPARATION OF THE TECHNICAL PROPOSAL

(1) Section 2 (B) delete paragraph in its entirety and replace it with the following:

“(B) To supplement the narrative summary in (A), provide with your summary a copy of the most recent and relevant SF 294 “Subcontracting Report for Individual Contracts” for each contract against which you were required to report for the past 3 years. A maximum of ten is required.”

(2) Section 3.b). delete the list of authorized information to be included in the Annex and replace it with the following:

- a. Resumes/CVs
- b. Past Performance Information
- c. Timelines/Chronogram), which should include a mobilization and implementation plan (not to exceed ten (10) pages
- d. Monitoring and Evaluation Plan (not to exceed three (03) pages)
- e. Organizational Chart
- f. List of any proposed partner institutions and their proposed roles
- g. Branding and Marking Plan

b. Item III – INSTRUCTIONS FOR PREPARATION OF THE COST PROPOSAL

(1) Section B. Detailed Budget: Make the following changes:

- i. Items 1 and 2: Delete “Labor Category” and replace it with “Position Title.”
- ii. Item 3c – Non-expendable Property and Commodities, delete paragraph in its entirety.
- iii. Item 3 – Attachments: Paragraph a – Biographical Data Sheet: Delete “[for CCN and TCN key personnel only] and replace it with [for US, TCN and CCN key personnel only.]”
- iv. Item 3 – Attachments: Paragraph b – Curriculum Vitae: Delete this requirement.

2. Section III – EVALUATION CRITERIA, item 1. Personnel, delete last paragraph in its entirety.

3. Include the “Question and Answer” document as an attachment to this RFTOP.

[END OF AMENDMENT NO. 1]

ATTACHMENT 1

TECHNICAL ASSISTANCE TO THE HEALTH SECTOR PROJECTS Questions and Answers

Question 1: Maternal/Child Health (MCH) interventions (p. 19) give very limited attention to maternal health; the primary focus seems to be in child health. Is this intentional? One of the monitoring indicators listed for MCH in Annex A-2 relates to prenatal care and delivery plans but nowhere are activities related to this aspect of maternal care noted in the RFTOP.

Answer 1: Note that the list of monitoring indicators in Annex A-2 (Table 7.) is for the USAID-Ministry of Health Bilateral Agreement (2007-08), which is an overarching intergovernmental agreement that includes the entire USAID/Peru health portfolio – not only the GATS activity. Nonetheless, the scope of work for this activity does include both maternal and child health, as stated in the RFTOP (page 19):

“The general goal of USAID’s work in the MCH element is to partner with government authorities to support targeted interventions that will significantly boost the effectiveness of Peru’s programs for poor mothers and young children. Under this CLIN, the GATS shall provide technical assistance and training to the central MOH and regional directorates in the technical content and requirements of Peru’s recently approved Maternal and Infant Health standards.”

Question 2: Budget distribution by program element section (p. 21) notes “In preparing a task order proposal, please use the ‘subsequent year planning distribution’”. Please clarify whether the subsequent year distribution refers to Table 5 (p.22), column labeled “Years 2-5 Tentative Distribution”, or to something else.

Answer 2: Yes, the phrase ‘subsequent year planning distribution’ refers to that column in Table 5.

Question 3: Illustrative goals for HIV/AIDS (p. 17) and TB (p. 23) make note of geographic target areas which do not coincide with this RFTOP’s focus regions. Do these new areas represent substitute areas for HIV/AIDS and TB activities or are they additional to the focus regions noted in the footnote on page 4?

Question 4: The SOW specifies work in seven regions, yet the goals listed for TB include multiple areas outside of the specified regions. Is the SOW to include the seven regions PLUS the areas listed under TB goals?

Answer to Questions 3 & 4: For HIV, concentrated technical assistance will be provided to Iquitos and Ucayali. Additional assistance will be apportioned, as appropriate, between (a) the central MOH and other national institutions/organizations, and (b) other regions in the Mission’s focus area.

Similarly, for TB, concentrated technical assistance will be provided to regions with highest need. Additional assistance will be apportioned, as appropriate, between (a) the central MOH and other national institutions/organizations, and (b) other regions in the Mission's focus area.

Also note: "The GATS activity shall prioritize the central MOH and the Mission's 7-region focus area, but may also work with other regions based on need, economies of scale, and counterpart commitment, subject to approval of the CTO." (Please refer to page 15 of the RFTOP as it appears on the TASC3 website: <http://ghiqc.usaid.gov/tasc3/index.html>.)

Question 5: Where can bidders find USAID Data Quality Assessment guidelines referred to on page 26?

Answer 5: See The Performance Management Toolkit:
<http://www.usaid.gov/policy/ads/200/200sbn.pdf>

In general, a data quality assessment is done by examining the extent to which data meet the following Agency standards for good-quality:

- o Validity. Do the data clearly and directly measure what we intend to measure?
- o Integrity. Are mechanisms in place to reduce the possibility that data are manipulated for political or personal reasons?
- o Precision. Are the data at the appropriate level of detail? Is the margin of error acceptable, given the management decisions to be affected?
- o Reliability. Would you come to the same findings if the data collection and analytical process were repeated?
- o Timeliness. Are data available frequently enough to inform decisions? Are data current enough when they are available?

Question 6: The Annex specifications (p. 43) note that only certain information is authorized to be included in the Annex. Please clarify whether the 10 page limitation refers to item c. Timelines/Chronograms only or to all information in the annex (i.e., resumes/CVs, past performance information AND timelines/chronograms)

Question 7: The instructions for the preparation of the Technical Proposal (p. 38) state that "a list of any proposed partner institutions and their proposed roles shall also be included as an attachment," whereas under the heading "the Annex" (p. 41) the list of three types of information authorized to be included in the Annex does not include partner institutions and their proposed roles. Please confirm that the list of partner institutions and their roles shall be included in The Annex.

Question 8: CVs are called for in both the Technical and Cost volumes (pages 43 and 46). Please confirm if it would be acceptable to include CVs as an annex to the Technical volume only?

Question 9: Please confirm it is acceptable to place the preliminary outline for a Performance Monitoring and Evaluation Plan, as mentioned in Section III.2.b. (Page 48) of the RFTOP, in an Annex.

Question 10: Section II.3. Annex (Page 43) indicates the page limit for the timelines/chronogram is ten pages. Please confirm this is only for the timeline section and not for all pages in the Annex

Question 11: Please confirm it is acceptable to present the implementation plan, as discussed in Section II.1.a. (Page 39) of the RFTOP, in a table format in an Annex.

Question 12: Please clarify expectations for the Mobilization, Implementation, and Work Plans. Are these to be drafted upon award or included as part of the bidder's proposal?

Answer to Questions 6 thru 12: Please refer to RFTOP Amendment One, 1.a.(2).

Question 13: Does the 20-page limitation include the executive summary?

Answer 13: Yes.

Question 14: Please confirm that a transmittal letter and Table of Contents will not count against the 20 page limit for the technical proposal.

Answer 14: Transmittal letter and Table of Contents do not count against the 20-page limitation.

Question 15: Please clarify how the personnel section (including non key personnel) will be scored given that all 35 points are only for key personnel (p. 47)

Answer 15: Please refer to RFTOP Amendment One, Section 2.

Question 16: In Section I.3.(1) on page 17 of the RFTOP, USAID mentions the need to conduct limited procurement of equipment and supplies. Does USAID have a plug figure envisioned for this level of procurement, and any other procurement to be conducted under this RFTOP?

Answer 16: USAID is not providing a plug figure. Purchases of office equipment should be estimated by the offeror in relation to the program proposed. Equipment purchases for public sector facilities will be limited in number, scale, and cost, and done only when required for the implementation of time-sensitive activities. In most cases it will be preferable for the contractor to provide targeted assistance to the public sector to expedite its own procurement processes for equipment needed to achieve the objectives of this activity.

Question 17: Does USAID have a preferred order for the presentation of the individuals sections of the technical proposal? In Section II.1., (page 38) suggest one order of presentation, while Section III – evaluation criteria, suggests a different order of presentation. Please advise if USAID has a preference.

Answer 17: Offerors must follow Section II – INSTRUCTIONS TO OFFERORS for the presentation of the technical and cost proposals. Note that the evaluation criteria are not intended to provide guidance regarding the order or structure of the technical proposal sections.

Question 18: In Section II.2.(3).(B). on page 43, the RFTOP requests a “copy of the most recent SF 294 for each contract against which you were required to report for the past 3 years.”

- (a) Our SF 294 reports for the last three years number more than 500 pages and constitute 20 separate two (2) MB files. Would USAID consider, as an alternative, if we send our 10 most relevant SF 294 reports?
- (b) Please clarify if the SF 294 should be included as part of the Technical proposal or part of the Cost proposal?
- (c) Please confirm we should be supplying SF2 94 reports for the prime contractor only (not for subcontractors).

Answer 18:

- (a) Please refer to RFTOP Amendment One, a. (1).
- (b) SF 294 should be submitted as part of the Cost Proposal.
- (c) The SF 294 report is required for the prime contractor and any subs who will perform at least 15% of the work.

Question 19: In Section III.A. (Page 44) the RFTOP states that one of the input categories in the cost proposal is “monitoring.” Please clarify what expenses/costs would generally be considered in this cost category.

Question 20: The input categories cross over descriptions provided in the detailed budget section. For example, input categories list Travel and Transportation separately from ODCs. However, on page 45, Travel and Transportation is listed as a type of ODC. Please confirm that the budgets should provide cost data for input categories in the format shown in the table on page 44.

Answer to Questions 19 and 20: The table found under Section III A. includes *illustrative* input categories only. However, the term “monitoring” here means gathering of information and data to describe and evaluate the progress of the activity. The products of the monitoring effort will be used by the contractor, the CTO, and USAID for both management and reporting purposes. The associated costs are to be estimated by the offeror, based on the proposed activity design.

Question 21: In Section III.B.3.c. Non-expendable Property and Commodities (Page 45), USAID mentions the availability of non-expendable property and commodities from prior contracts that can be used for continuation of local government activities. Would it be possible to see an inventory list or disposition plan for such property so all bidders are budgeting correctly for this category?

Answer 21: Please refer to RFTOP Amendment One.

Question 22: Will USAID accept any of the cost volume or technical volume electronic submissions in PDF format?

Question 23: Section II (Instructions to Offerors), Item I.D.2 (Electronic Delivery) states "The technical proposal must be in Microsoft Word format. Electronic document size should not exceed 1.5MB." To facilitate submission of the entire technical proposal in a single, compact file, may the Offeror submit their technical proposal in Adobe Acrobat (PDF) format?

Answer to Questions 22 & 23: Based on Section II, I.D.2. of the RFTOP, the Technical Proposal must be submitted in Microsoft Word format while the Cost Proposal must have a text in Microsoft Word format and with budget/spreadsheets in Microsoft Excel format.

Question 24: Please confirm that graphics and charts are not included in the 20 page limit for the technical proposal. (Section II, page 38)

Answer 24: Graphics (charts, tables, etc.) directly related to the technical approach and its justification must be included within the prescribed 20 pages for the main body of the technical proposal. Auxiliary information may be in the appendix, including chronograms/timelines for implementing the program, which should not exceed 10 pages.

Question 25: In Section II.2.(a).1 (Page 41) the RFTOP indicates that offers should provide ten past performance references and accompanying information in an Annex to the proposal. Please confirm all relevant past performance information should be included in this annex, and not included in the technical proposal.

Answer 25: Yes, that is correct.

Question 26: A footnote in Section I of the RFTOP (page 3) states that "in some cases, public-private partnerships may also be appropriate." Can USAID elaborate on this statement?

Answer 26: As suggested in the RFTOP, there are significant resources in both the public and private sectors in Peru that could be mobilized to improve health sector performance. This activity's main partners will be in the public sector. However, in the course of implementing the activity, there may be a net gain (in terms of the outcomes) for the contractor to form partnerships with private sector actors to leverage funding and/or other resources to achieve the activity's aims. Any such partnership would require advance approval by the CTO.

Question 27: The RFTOP mentions programs for regular in-service training (page 24, first goal in Maternal/Child Health and first goal in Family Planning and Reproductive Health). Please confirm that a sustainable approach of university-based training of resident or post-graduate students would be included in this project as in-service training.

Answer 27: In-service training by definition would be aimed at currently practicing health care providers. Approaches to 'regular in-service training' are to be selected and developed by the offeror. USAID will not prescribe a specific approach at this time.

Question 28: The RFTOP indicates that activity lines will include "..., limited procurement of equipment and supplies,..." (page 17, first paragraph under HIV/AIDS) and "...the provision of selected equipment and supplies (e.g., TB diagnostic kits),..." (page 18, second paragraph under Tuberculosis). However, the RFTOP stipulates that "The Mission does not anticipate any nonexpendable property and commodities to be purchased,...as the Mission has non-expendable property from prior contracts that can be used for continuation of Local Government activities." (page 45, 3.c.). Please confirm that the procurement reference on pages 17 and 18 refer to the services only and the actual commodities will be provided by the Mission. If that is not the case, please provide a plug figure for the estimated cost of the equipment and commodities.

Answer 28: The reference made on page 45,3.c. regarding nonexpendable property and commodities from prior contracts is being deleted from the RFTOP. Please see RFTOP Amendment One.

The procurement reference on pages 17 and 18 refers to the services, training activities, and limited procurement of equipment and supplies to support HIV/AIDS and Tuberculosis activities.

Question 29: Is there an existing system in place to capture the monitoring indicators that USAID and MOH are using to monitor summary impact of their cooperation in the health sector (listed on page 35, Annex A-2.)?

Answer 29: There is no separate system this time. USAID is monitoring data from multiple sources.

Question 30: On page 11 under "Recent/current Activities in Health Sector Decentralization", it says that USAID has "funded a Decentralization Monitoring and Evaluation system designed to track the impacts of decentralization on the health sector." Is this plan still intended for use? If so, how may we receive a copy of the plan?

Answer 30: No plan is publicly available at this time.

Question 31: Please confirm that Table 1 (page 44, B.1.) includes all contractor and subcontractor US national staff, whether long-term or short-term, who will be presented by name in the budget.

Question 32: Please confirm that Table 2 (page 45, B.2.) includes all contractor and subcontractor CCN or TCH staff, whether long-term or short-term, who will be presented by name in the budget.

Answer to Questions 31 and 32: All U.S. and CCN personnel working directly under this project should be listed in their relevant sections. Staff working for subcontractors should not

be included in this table as this cost is captured under the "Subcontracts/Subawards" input category.

Question 33: Please confirm that all named individuals in Tables 1 and 2 require CVs but not biodata forms.

Answer 33: For individuals listed in these areas, both form AID 1420-17 (Contractor Employee Biographical Data Sheet) and a CV are required.

Question 34: Can CVs be submitted in Spanish?

Answer 34: For local staff, CVs can be submitted in Spanish.

Question 35: Please confirm that you do not require letters of commitment from proposed personnel. There is no mention of such letters in the RFTOP.

Answer 35: Yes, this is correct.

Question 36: Please confirm that Short-Term Technical Assistance may refer to yet-to-be-identified experts, whether consultant or staff. Please confirm that examples of the type of expertise may be provided by name in the staffing matrix and that they do not require a CV or a biodata form.

Answer 36: Short-Term Assistance may indeed include yet-to-be identified experts which can be listed as "TBD."

Please refer to Answers 31 and 32 for clarifications on the second part of this question.

Question 37: For budgeting purposes, what is the start date of the proposed project?

Answer 37: The estimated start date is June 1, 2008.

Question 38: The RFTOP stipulates that all offerors who are not small business concerns must submit information regarding small businesses (page 42, 3). Please confirm that this requirement applies to the prime offeror only.

Answer 38: Yes.

Question 39: Section II (Instructions) states that the "technical proposal body" must not exceed 20 pages. Please confirm that the "technical proposal body" refers to items (a), (b), and (c) under Item 1 (Technical Proposal Contents).

Answer 39: This is correct.

Question 40: Please confirm that the Offeror's "past performance using small business concerns" (required on page 42) is to be included in the Past Performance annex, and will not count against the technical proposal page limit.

Answer 40: This is correct.

Question 41: Section II.2 of the RFTOP (page 41) requests that the Offeror submit a list of "up to 10" recent contracts for efforts which are similar to that envisioned in the RFTOP's scope of work. Please clarify whether this means up to 10 contracts per consortium member firm, or up to 10 total contracts across the Offeror's consortium.

Answer 41: We want 10 recent contracts for the prime and 10 for those subcontractors whose work is expected to cost at least 15% of the yearly budget.

Question 42: Section III (page 43) of the RFTOP requires that Offerors summarize cost data using development-focused budgeting (DFB) in cost proposals. Can USAID confirm that this requirement is for the solely purpose of presentation of costs vs. results and that is not USAID expectation to issue a contract by line-item (CLINS)?

Answer 42: Given that is a Cost-Plus-Fixed Fee Task Order we will contract by line- item which will support specific and identified results as well as track these earmarked funds (e.g., HIV/AIDS, Tuberculosis, Other Health Threats, MCH, and Family Planning).

Question 43: VAT or other costumes duties: Section 579 of the Foreign Operations, Export Financing and Related Programs Appropriations Act, 2003 (FY 2003 FOAA), (Division E, P.L. 108-7), as amended by section 506 of the FY 2004 FOAA (P.L. 108-199), requires certain steps aimed at preventing countries from imposing taxes (defined as only VAT or customs duties) on U.S. foreign assistance programs, or that countries should reimburse the program if taxes are assessed. This legislation requires such "no taxation/reimbursement" clauses in all new bilateral assistance agreements and the negotiation of amendments to existing agreements. In accordance with this provision, can USAID advise us on the current status of the US-Peru bilateral agreement, specifically about any existing (or not existing) clause that exempt for-profit organizations serving as USAID contractors of being tax imposed?

Answer 43: Our bilateral agreements with the Government of Peru do contain a provision on Taxation addressing the cited legislation, which provides that USAID's assistance will be free of any taxes imposed under the laws of Peru. This provision applies to all USAID-financed contracts, grants or other implementing agreements, as well as to any contractor, grantee or other organization carrying out activities financed by USAID. USAID assists implementing partners in appropriate recovery of VAT taxes.

[END OF ATTACHMENT 1]