

QUESTIONS & ANSWERS

RFTOP 517-08-006

July 15, 2008

1. Please clarify whether the terms “Performance-based Management System (PBMS)” and “Monitoring & Evaluation (M&E) plan” are used interchangeably in this RFTOP or whether they refer to two separate documents. On page 2 of attachment 2, the RFTOP asks for a draft PBMS; but at the bottom of page 2 the term “M&E plan” is used. On page 15 of attachment 1, point #3 seems to indicate that the M&E plan and PBMS are the same document. Please clarify.

ANSWER: The terms PMBS and M&E are not used interchangeably in this RFTOP. They refer to two separate documents.

2. Does USAID have a preferred format for the PBMS?

ANSWER: No.

3. In Attachment II, Special Instructions, it lists as an authorized appendix a Draft Performance-Based Management System, which is not to exceed 10 pages in length. Could USAID please provide additional details as to what it would like to see included in such a system?

ANSWER: The performance-based monitoring system tracks and documents progress towards completing all tasks. This monitoring system must be responsive to any additions and/or adjustments in tasks/targets as agreed with USAID Dominican Republic. The PBMS will specify how performance will be measured for all activities including through the use of benchmarks, milestones, deliverables, results, and other performance indicators and standards, etc. The PBMS will conform to and otherwise complement the USAID/Dominican Republic overall Performance Monitoring Plan (PMP).

4. Would USAID provide a copy of the initial environmental examination that affects this RFTOP?

ANSWER: The Mission’s Initial Environmental Examination for the Health Portfolio has not been approved yet and is only in draft. Please find the initial environmental mitigation report guidelines as an attachment to this email and posted in the internet under the RFTOP 517-08-006 reference documents link. All other environmental

related issues will be dealt with post submission of proposals and prior to award or as they become available.

5. Would USAID provide copies of annual work plans for coordinated activities? (I.e, BASICS, HIV/AIDS (AED); Tuberculosis (PAHO and TB CAP); Profamilia, Deliver, and the Batey Initiative?

ANSWER: Authorization has been requested from the implementing partners in order to make the work plans available to TASC 3 IQC holders. As soon as we receive the authorization the work plans will be provided to bidders under this IQC.

6. The RFTOP instructions (Management approach, Annex 1, page 3) require detailed implementation plans, with more detailed information for year 1. This is often presented in a table format; however the table is not listed in the list of Annexes in the instructions. Would USAID consider allowing inclusion of work plan tables as an additional Annex, or will the work plan table count against the page limit of 40 pages?

ANSWER: The work plan counts against the 40 page limit of the technical proposal and shall not be included as an annex.

7. Page 13 of the RFTOP states that “The Contractor is required to submit an environmental mitigation plan for USAID’s approval prior to Task Order award.” Please clarify if the environmental mitigation plan should be part of the proposal submission or if it will be part of the start-up initiative.

ANSWER: The environmental mitigation plan should be submitted for discussion, when requested, prior to award.

8.. Does USAID anticipate the transfer of government owned property from the current REDSALUD project? If so, can a detailed list of all property that will be transferred to MCH from Abt Associates including but not limited to computer equipment, IT related equipment, office furniture, and vehicles be provided to all Offerors?

ANSWER: Yes. USAID anticipates transferring government owned property from the current REDSALUD project ending on December 15, 2008. We are providing an updated section of the office and COP household property inventory. An asterix indicates that property could potentially be transferred to the MCH/HS contract.

9. IQC TASC 3 Contract GHS-I-00-07-00004-00 period of performance ends on December 2011. Since the RFTOP states that this will be a 5-year period, should the Contractor budget based on the assumption that the IQC will allow the Task Order to continue through the period of performance USAID envisions?

ANSWER: Yes.

10. The RFTOP does not specify geographic code. Please confirm that the authorized geographic code under this RFTOP is the one listed under section H.9. of the TASC 3 IQC Contract GHS-I-00-07-00004-00 which states that: "The authorized geographic code for procurement of goods under this contract is 000. The authorized geographic code for the procurement of services under this contract is 935."

ANSWER: The authorized Geographic code is the one listed under section H.9 of the TASC3 IQC which is 000 and 935.

11. Does USAID envision a Grants Under Contracts program (GUC) as part of the activity given that it is listed as a cost element, but it is not explicitly mentioned in the proposal?

ANSWER: The emphasis of this activity is on the public sector. Therefore a significant GUC is not envisioned. As stated on page 7 of the SOW under V. Task Order Objective, Offerors are requested to propose an approach to strengthening social participation. Grants are included as a cost element for those offerors proposing a small GUC as an option. If not applicable it should appeared as \$0

12. Page 8 of the RFTOP's cost instructions state that biographical data sheets are "required for all staff being proposed." Please confirm that the Contractor should submit biographical data sheets for both Long Term and Short Term staff proposed.

ANSWER: The contractor should submit biographical data sheets only for long term staff proposed.

13. The RFTOP asks for 10 characters/inch font. Please confirm that the Contractor can use Times New Roman, 12-point font in its proposal.

ANSWER: Any 10 point to 12 point fonts are acceptable.

14. Would you kindly send us the current FSN compensation plan for the Dominican Republic?

ANSWER: Attached. US Local Mission Job Titles and Grade Levels are attached too.