



USAID
FROM THE AMERICAN PEOPLE

PAKISTAN

Amendment Number: 02
Amendment Date: February 28, 2017
Notice of Funding Opportunity: RFA-391-17-000003
Title: Integrated Health Systems Strengthening Service
Delivery Activity (IHSS/SD Activity)

The purpose of this amendment is to provide answers to questions submitted by the Applicants and to make corrections in the RFA.

I. Responses to questions received by the applicants.

1. There are several results outlined in the RFA that are similar to work that USAID projects have addressed in certain areas of Pakistan. Is USAID looking to continue their work in the previous areas of implementation, grow their areas of impact, or begin implementation in new areas of Pakistan?

Ans. USAID is interested in continuing/scaling up successful approaches/interventions based on findings of past USAID evaluations or other work carried out in Pakistan. The Applicant will still be required to propose a geographic area based on strong rationale including epidemiology, greater chance of impact, political will, etc.

2. For certain activities such as universal health coverage and financial schemes the RFA describes the applicator as working with the national and provincial levels. Can the activity have both district specific and national initiatives even if the other activities are specific to select districts?

Ans. Yes

3. The RFA states that registration is needed 90 days after the award is given. Can USAID confirm that registration is not needed for the application process.

Ans. Registration is not necessary for application process.

4. The requirements for the concept paper state "Applicants will be assessed according to the effectiveness of the proposed staffing plan, which should also include the technical, administrative and finance support personnel required to implement the program (showing roles and responsibilities for Key and non-Key Personnel)." (page 50). Does this mean USAID would also like to see staffing candidates identified beyond the key proposed staff?

Ans. USAID does not need to see staffing candidates identified beyond the key proposed staff. The Applicant is required to submit resumes only for Key Personnel during Merit Review Phase I, and identify how the applicant will staff the activity.

5. On page 31, B.1 it says “Subject to funding availability, USAID intends to provide \$49,700,000 in total USAID funding over a three-year period. However, on Page 41 under D.5 it says “The estimated period of performance of the activity is four (4) years”. Please clarify if the period of performance is three (3) years or four (4) years.

Ans. The estimated period of performance is 3 years

6. On Page 33, Section C.2 it says “The Notice of Funding Opportunity will not require cost share”. However, on Page 40 it says “Cost share is required and in the cost application it must be expressed as a dollar figure”. Please clarify if this NOFO requires a cost-share or not.

Ans. Cost share is not required

7. On Page 35 it says “A. Proposed Estimated Cost and Cost Breakdown-- This should include proposed summary budget (see summary budget table) and corresponding narrative. However, on Page 40 it requests the offeror to provide a complete detailed cost breakdown of the budget. Please clarify if we should we provide only a high level summary of the budget or a detailed breakdown of the budget in the concept note phase?

Ans. The high level summary should be submitted during the Concept Paper phase. The more detailed budget will be submitted during the Full Application phase.

8. On Page 40, it says “For budgeting purposes, please use an Exchange Rate of COP \$2,800 per US dollar”. Is this the correct exchange rate for Pakistan?

Ans. Please use Exchange Rate of PKR 104 per US Dollar.

9. On Page 40 it says “The detailed budget narrative must explain the basis for the proposed budget line items, which will allow USAID/Colombia to conduct cost realism and cost reasonableness analysis”. Will this solicitation be reviewed by the mission in Colombia or Pakistan?

Ans. USAID/Pakistan.

10. On page 36, the RFA requests “Resumes and letters of commitment for each key personnel proposed” to be included in the Annex; however the list of annexes on page 35 does not include resumes and letters of commitment. Can USAID please clarify whether

the resumes and letters of commitment are required under the concept note portion of this RFA, and should the applicant list resumes and letters of commitment as Annex D?

Ans. The resumes and letters of commitment should be submitted as an Annex E – Resumes Key Personnel, and not included in the 35 page limit.

11. On page 36 of the RFA, USAID states the following under Personnel and Management Approach: “Resumes and letters of commitment for each key personnel proposed should be included in the Annex, as well as reference information for each key personnel candidate proposed.” Can USAID clarify what is meant by “reference information” for each key personnel candidate proposed? Does this mean “past supervisors or other reference information” or does USAID mean “contact information, including phone and address for proposed staff person”?

Ans. We don't need reference information for the Concept Note phase but will need it for the Full Proposal phase. For Full Proposal, we'll need four references that should include at least 2 past supervisors.

12. Page 37 of the RFA states there is a 1-page maximum for Annex C. Contact Information for Proposed Partners for the concept note; however page 35 of the RFA does not mention any page maximum for Annex C. Contact Information for Proposed Partners. Can USAID please confirm the page maximum for Annex C. Contact Information for Proposed Partners?

Ans. There is no page maximum for Annex C or Contact Information for Proposed Partners.

13. On page 49, under 1.4 Sub Criterion, USAID states the following: “The approach should highlight how gender will be integrated across the activity, how it will adopt recommendations from the HPN gender analysis, if applicable, and how it will promote gender equality and empower women and adolescents.” Can USAID please provide the HPN gender analysis it cites?

Ans. Yes, see attached.

14. Page 50 of the RFA states, “Applicants should include an organizational chart as an Annex”; however the list of annexes on page 35 does not include an organizational chart. Can USAID please clarify whether an organizational chart is required as an annex to the concept note?

Ans. Yes, an organizational chart is part of the annex of the concept note.

15. Will USAID accept font size smaller than 12 point within figures and tables?

Ans. The Applicant may use a smaller Times New Roman font only for tables, charts, and graphs; but, the font must remain clearly legible.

16. Does USAID require a figure for the Theory of Change?

Ans. No, as long as the narrative is able to clearly describe the Theory of Change.

17. Will USAID accept an additional annex including proposed monitoring and evaluation indicators under both Merit Review Phase 1 and Merit Review Phase 2?

Ans. Yes. Under Merit Review Phase 1 please include: “Annex D – Monitoring and Evaluation.”

18. Page 36 of the RFA under “Merit Review Phase 2 – Full Proposal Format” reads, “Concept note includes the following annexes”. Can USAID please provide a final list of annexes requested for the Full Application under Merit Review Phase 2?

Ans. This will be provided to successful applicants once the Merit Review Phase 1 is completed.

19. On page 55 under 3.3 USAID introduces evaluation criteria for key personnel, and mentions a Country Director, in lieu of a COP. This differs to page 31 which designates the following positions: Chief of Party; Deputy Chief of Party; Chief Financial Officer; Senior Technical Advisor; Director Monitoring and Evaluation. In addition, on page 56 USAID merges the title of one key personnel position to DCOP/Technical Director. Can USAID clarify the titles and job description requirements for each Key Personnel position? In addition, USAID mentions Senior Advisor I and Senior Advisor II (non-key personnel). Can USAID please clarify on page 56 the difference between a Senior Advisor I and Senior Advisor II?

Ans. Key personnel include the following:

Chief of Party
Deputy Chief of Party/Technical Director
Senior Advisor I
Senior Advisor 2
Director M&E

The description remains the same as outlined on page 56. The difference between Senior Advisor 1 and 2 is that the Senior Advisor 1 will oversee the health systems strengthening side of of the activity will Senior Advisor 2 will focus on service delivery.

20. On page 49 under sub criterion 2, USAID states “applicant’s MELP will be evaluated based on the extent to which the MELP is technically sound and presents an effective and

robust monitoring and evaluation framework to ascertain effectiveness of approaches.” Under sub criterion 2.1, USAID states the MELP will be evaluated based on “appropriateness and effectiveness of theory of change, including indicators and final results.” Does USAID require a full Theory of Change (TOC) at the concept note stage? In addition, is the TOC the MELP framework USAID expects applicants to use?

Ans. USAID recommend the applicant determine the extent to which it describes the TOC considering the page limit. USAID requires enough of a narrative that properly articulates the applicant's Theory of Change. The TOC should be part of the framework but must be more exhaustive.

21. On page 38, the RFA states, “Applications shall be submitted in two separate parts: (a) Technical Application, and (b) Annexes.” However on page 40, the RFA references the “Cost Application Format”. Can USAID clarify how many parts should comprise the full application?

Ans. The Cost Application Format is considered part of the Annex.

22. On page 40, the RFA states, "For budgeting purposes, please use an Exchange Rate of COP \$2,800 per US dollar". Can USAID please clarify the exchange rate in Pakistani Rupees?

Ans. Please use Exchange Rate of PKR 104 per US Dollar.

23. On page 40, the RFA states, "The estimated period of performance of the activity is four (4) years", however on page 31, the RFA states the following, "Subject to funding availability, USAID intends to provide \$49,700,000 in total USAID funding over a three year period." Can USAID please clarify if the funding period is three or four years?

Ans. The estimated period of performance is 3 years.

24. On page 40, the RFA states that “Cost share is required”; however page 33 of the RFA reads “The Notice of Funding Opportunity will not require cost share”. Can USAID please clarify whether cost share is required?

Ans. Cost share is not required.

25. On page 41, the RFA states, "Fringe Benefits for local staff must be accounted in accordance with Colombia labor law." We assume that Fringe benefits should be accounted in accordance with Pakistan labor law. Can USAID please confirm this?

Ans. Pakistan labor laws.

26. Would a grant be considered for a district in Kashmir?

Ans. The geographic area for this RFA is Sindh, Baluchistan, KP and Punjab.

27. Would a grant be considered for health information delivery via community radio?

Ans. Yes.

II. Corrections in the RFA

i) On Page 35 of the NOFO, add the following Annexes:

Concept note includes the following annexes:

- A. Proposed Estimated Cost and Cost Breakdown
- B. Letter(s) of Support or Commitment from Partner(s)
- C. Contact Information for Proposed Partners
- D. Monitoring and Evaluation
- E. Key Personnel Resumes

ii) On page 36 of the NOFO last para, *delete the following in its entirety:*

Concept note includes the following annexes:

- A. Proposed Estimated Cost and Cost Breakdown*
- B. Letter(s) of Support or Commitment from Partner(s)*

iii) On page 37 of the NOFO first para, *delete the following in its entirety:*

Applicant must submit letters of support and commitment from the core federal, provincial, NGO, and private sector partner(s). The letter should identify the interests each partner has in the activity, the ways in which each partner was engaged in developing the activity, the objectives and results each partner seeks to achieve through the activity.

C. Contact Information for Proposed Partners (1-page maximum)

Provide contact information for all the core partners (private, public, civil society, university, etc.). Include name, title, email and phone numbers and a brief description of each prospective partner's previous work and experience, including but not limited to experience working in public private partnerships. This includes the applicant's previous work and experience.

iv) On page 40 of the NOFO, delete third last para "For budgeting purposes, please use an Exchange Rate of COP \$2,800 per US dollar", and insert "For budgeting purposes, please use an Exchange Rate of PKR 104 per US dollar".

v) On page 40 of the Notice of Funding Opportunity (NOFO), delete second last para "The estimated period of performance of the activity is four (4) years" and insert, "The estimated period of performance of the activity is three (3) years"

vi) On page 40 of the NOFO, delete last para "Cost share is required and in the cost application it must be expressed as a dollar figure rather.....and the basis of calculation", in its entirety.

- vii) On page 40 of the NOFO under Detailed Budget Narrative, delete “*USAID/Colombia to conduct cost realism and cost reasonableness analysis*” and insert “USAID/Pakistan to conduct cost realism and cost reasonableness analysis”.
- viii) On page 41 of the NOFO under Fringe Benefits, delete last line “*Fringe Benefits for local staff must be accounted in accordance with Colombia labor law*” and insert “Fringe Benefits for local staff must be accounted in accordance with Pakistan labor law”.

-----End of Amendment Number 2-----