

Questions and Answers – June 13, 2017- **Set No.2**
Mexico Travel and Logistics Program for Training Support
[INL17CA0020-INLWHPMEXICO-04112017]

- Under page 5 under PROJECT GOALS/OBJECTIVES, what is meant by programmatic support? What types of programmatic support, if any, are expected from the award recipient?

Answer: Deliver travel and logistic arrangements timely in order to achieve program objectives. Providing expense reporting to INL programs.

- Page 6, Activity 1. what is the ANNEX 3 mentioned under Activity 1?

Answer: It is a mandated format to be signed by all host government officials who get a benefit from the Merida Initiative. See attached.

- Page 6, Activity 1. may we receive a template of the INL satisfaction survey the award recipient is to provide travelers under the program?

Answer: See attached.

- Page 6, Activity 2. If events are to requested with only 5 days of anticipated start, would INL waive the requirement of providing travel funds to travelers no later than 2 days prior to the event?

Answer: No, M&IE should be delivered to participants 2 working days before travel.

- Page 7, Activity 4. In review of the market, there is no existing insurance that will cover pre-existing conditions as required under activity 4.

Answer: In the current award, there are providers who are able to cover pre-existing conditions for that amount.

- Page 8, Activity 7. Awardee is expected to share logistics schedule with subcontractors and INL POC at least one (1) week in advance. Please clarify whether the award recipient will be expected to subcontract at least one week prior to an event.

Answer: Yes, vendors are to be hired prior to an event (hotels, conference rooms, coffee break, lunch, etc.)

- Page 8. Activity 13. Could specify the location/neighborhood of the BIO Building?

Answer: Reforma 265 in Mexico City.

- Page 9. Activity 15. What are the expectations from INL during the recruitment of speakers, SMEs or trainers with or without honoraria? Is the awardee expected to contract with individuals, recruit and hire consultants, and provide payment of honoraria?

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Answer: Correct, the grantee will need to hire the suggested people, and provide honoraria before travel.

- Could INL provide a list of Mexican states that will receive see a higher number of missions and activities funded under this grant? **All states are benefited by Merida Initiative.**
- Could INL provide the local compensation plan for US Embassy Local Hire Employees?

Answer: No, but INL encourages applicant to research local compensation plans for an accurate estimate.

- Could INL clarify whether locally hired personnel will require Embassy RSO clearance prior to hiring?
Answer: Grantee's employees will get RSO clearances for getting TTS (Training Tracking System) access in a case by case basis in order to achieve Activity 12.
- Page 12. Could INL confirm that the anticipated Start Date is February 2018?

Answer: Correct.