



USAID | UGANDA

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Issuance of: Amendment 1 to RFA No: RFA-617-14-000006,
USAID/Uganda Systems Strengthening and Health Commodities

Issuance Date
for Amendment 1: April 28, 2014

Closing Date and Time
for Application Submission: May 12, 2014 4pm EST (Washington DC)

As follows, please find all questions received and USAID responses.

RESPONSE TO QUESTIONS

1. Section V page 37 of the RFA, includes reference to 'core principles.' Would USAID please define the core principles expected to be addressed?

USAID Response: These are the applicants' principles.

2. Section I page 23 of the RFA states, "Systems Strengthening for Health Commodities activity will not be in a position to have a direct impact on gender equality given that opportunities for integrating gender in the main result areas, which are focused on developing the policy and enabling environment for EMHS resources and building the capacity for managing the supply chain system, are limited..... To the extent possible, gender considerations will be addressed."

USAID Response: Given the nature of the activity applicants should analyze and propose what areas, if any, gender considerations can be addressed.

3. Section IV.2 page 31 asks the respondent to propose a sustainability plan. Would USAID please clarify the expectations for this requirement as it does not appear in Section V.? Additionally, can this be included as an Annex?

USAID Response: The expectation is that the applicant will propose a thoughtful, feasible plan of action that will guide implementation and result in sufficient capacity of local entities to sustain good supply chain management without USG support. Yes the Sustainability plan can be included as an annex VII.

4. Could USAID please clarify the level of support provided to the following districts: Kalangala, Buvuma (Central), Kiboga, Kiryandongo, Kyankwanzi, Masindi (Western)? Specifically, we would like to clarify if these districts received support under SURE, or if SPARS is being implemented by another IP, or if they will receive support for SPARS implementation for the first time through SSHC.

USAID Response: All of the districts received support to implement SPARS from another implementing partner, not from SURE.

5. Section 3.7.2 and 4 (p.25-26): Are the Deputy Chief of Party and the Supply Chain Specialist positions restricted to candidates of Ugandan nationality?

USAID Response: No restrictions as regards nationality were given in the RFA.

6. Section 3.7.1, 3 (p.24-26) describes the Chief of Party, Health Finance Specialist/Health Economist, and Finance and Administration Manager as “International Positions.” Would USAID accept Ugandan candidates with international experience?

USAID Response: Yes, USAID would accept a Ugandan candidate that meets the below key personnel requirements. Changes to the key personnel requirements have been highlighted in bold.

1. Chief of Party): 100% LOE

The Chief of Party (COP) shall provide overall strategic leadership and oversight to the activity. S/he shall have depth and breadth of technical expertise and **experience of an international level professional**, a solid professional reputation, interpersonal skills and professional relationships to fulfill the requirements of the activity description. Specific qualifications include:

- A Masters’ degree or higher in public health, pharmacy or related field;
- Minimum of 15 years of experience in management positions implementing programs of similar size and scope in **multiple** developing countries **through longer and short term assignments**;
- Demonstrated team player with visionary leadership and demonstration of professional accomplishments;
- Excellent managerial and operational experience, preferably in managing large donor projects involving coordination with multiple implementing partners or institutions in a developing country;
- Experience working with US government supported projects and knowledge of financial rules and regulations at a senior level;
- Experience in mentoring, coaching and skills transfer;
- Experience in developing activity work-plans, budgets, managing implementation, staff and short-term technical assistance;
- Excellent representational and communication skills, written and oral proficiency in English; and
- Excellent past performance references.

3. Health Finance Specialist/Health Economist: 100% LOE

This individual shall be responsible for assisting the COP in program development and implementation of health financing interventions. S/he shall have depth and breadth of technical expertise and **experience of an international level professional**, a solid professional reputation, interpersonal skills and professional relationships to fulfill the requirements of the activity description. Specific qualifications include:

- Master’s degree or higher in Health Economics or Health Financing;
- Minimum of eight years of experience in health economics or health financing, including significant experience in the area of essential medicines;

- Demonstrated skills and experience in economics and equity **analysis in international settings/developing countries either through longer and short term assignments**;
- Excellent representational and communication skills, written and oral proficiency in English; and
- Excellent past performance references.

4. Financial and Administrative Manager: 100% LOE

This individual shall be responsible for overall financial management and administration of the activity. Minimum requirements for this position should include:

- Master's Degree in Business Administration, Finance, Accounting or other relevant field, with 10 years' experience;
- Eight years of experience in administrative and financial management of large-scale, complex, international development assistance programs **in two or more developing countries**;
- Demonstrated supervisory experience;
- Familiarity with USG financial reporting and compliance requirements;
- Demonstrated experience and skills in developing and managing large budgets;
- Proficient in relevant computer applications and databases; and
- Excellent past performance references.

7. Section 3.7.5 (p.26) specifies the minimum requirements for the Financial and Administrative Manager. Would USAID accept 15 years of experience in lieu of the academic requirements?

USAID Response: USAID considers the minimum academic requirements for the Finance and Administrative Manager as essential for managing the SSHC scope of work. USAID will not accept 15 years of experience in lieu of the academic requirements.

8. Section 3.6.c (p.22) describes the areas of supply chain management functions that should be addressed through strategies to enhance sustainability, and articulates the goal of strengthened systems and capacities for local management of supplies. While we will work with the GOU to develop performance benchmarks for the GOU's progress towards sustainability, does USAID have a framework through which they choose to measure progress in capacity building and sustainability?

USAID Response: The Applicant is expected to use their experience and knowledge of best practices to develop a framework to measure capacity building and sustainability.

9. Section 2.3 (p.17), Result 3, refers to priority populations. Would USAID please define the priority populations in relation to this RFA?

USAID Response: The priority populations mentioned in the RFA under Result 3 are women of reproductive age and children under 5. Applicants can add other priority populations they believe are relevant to SSHC objectives and Result 3.

10. Sections 2.5 and 2.6 (p.10-11) describe the progress to-date by SURE and the plan for transition to the new Project. In order to ensure a thorough plan for transition and follow-on activities, could any of the materials developed by SURE be made available to potential bidders (e.g., curricula for pre-service; Medicines, Laboratory and Health Supplies Management Manual; SPARS program guide)?

USAID Response: Applicants can access some key documents that are posted on the Uganda Ministry of Health website and MSH/SURE website.

11. Section 2.1 (p.7) describes the insufficient funding for maintenance and equipment; will the recipient be required to purchase either additional stores equipment (e.g., shelving, ladders, trolleys, pallets) or equipment for Districts (computers, internet access, etc.)?

USAID Response: The Applicant is expected to propose what they believe/know is needed to achieve SSHC objectives in Uganda.

12. Cold chain is not mentioned in the RFA. Is cold chain management part of this program? Are there other product groups that are not included?

USAID Response: Applicants are expected to base their applications on their knowledge/research of the key needs of the entire supply chain system, which includes cold chain management, as well as GoU and other donor-supported activities.

13. Would USAID please provide the anticipated start date of the project?

USAID Response: USAID anticipates that the program will start on or about August 26, 2014.

14. The RFA states that the applications must be in Times New Roman 11 pt. Does this include CVs in the annexes?

USAID Response: The entire application document must follow the writing guidelines provided, including the annexes.

15. Section IV page 34 of the RFA requests a one-page certification for each key personnel. May a USAID 1420 form (biographical data sheet) be submitted in lieu of this certification?

USAID Response: Yes, applicants may submit a USAID 1420 in lieu of the certification.

16. Would USAID provide a scoring reference (point allocation by section) for the technical evaluation criteria?

USAID Response: USAID/Uganda uses the adjectival evaluation criteria. Ref. page 37, all applications will be assessed as follows: in descending order of importance:

- Technical Approach,
- Personnel and Staffing,

- **Management Approach and Institutional Capability,**
- **Past Performance**

17. May USAID please confirm that the Representations and Certifications, Assurances (Attachment E of the RFA) should be submitted with the Technical Proposal as Annex IV?

USAID Response: Ref. page. 33. IV, Representations and Certifications, Assurances shall be submitted as Annex IV to the technical proposal.

18. Section V page 37 of the RFA states the requirement for a draft first year work plan to be included in the Technical Approach section of the application. Would USAID consider moving this to this be included as an annex?

USAID Response: The first year draft work plan will be submitted as Annex VI to the technical proposal titled - 1st year Draft work plan.

19. Section IV.3, page 33 stated “the following seven annexes should be submitted.....” however the RFA lists only 5. Would USAID please clarify?

USAID Response: They are seven annexes as follows:

- **Annex I - CVS for Key Personnel & Letter of Commitment (3 pages max per CV)**
- **Annex II - Draft Activity Monitoring and Evaluation Plan**
- **Annex III - Past performance References and Information (1 page per award)**
- **Annex IV - Representations and Certifications, Assurances:**
- **Annex V - Organizational Chart**
- **Annex VI - 1st year Draft Work Plan**
- **Annex VII - Sustainability Plan**

20. Can USAID please advise if there is a page limitation for non-key personnel CVs?

USAID Response: Ref. Page 33, Annex I, for all key personnel and any other personnel proposed for significant positions. Resumes may not exceed three pages in length.

21. Can USAID please advise if there is any page limitation on additional Annexes that we may include in addition to the required Annexes?

USAID Response: No additional annexes shall be accepted.

22. Can USAID please advise if we may include an acronym list that will not count against the page limitation?

USAID Response: Acronym list is not part of the 30 page limitation for the technical application

23. The RFA requires a minimum 5% cost share in all applications; will the cost share be considered as part of the overall budget total as described in the Cover Page, or will it be in addition to the possible \$30 million ceiling?

USAID Response: 5% cost share will be in addition to the total estimated budget for this RFA of \$30M.