

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE		PAGE OF PAGES 1 8		
2. AMENDMENT/MODIFICATION NO. 1		3. EFFECTIVE DATE May 26, 2011		4. REQUISITION/PURCHASE REQ. NO		5. PROJECT NO. (If applicable)	
6. ISSUED BY Regional Office of Procurement USAID/Regional Development Mission for Asia Athenee Tower, 25th Floor 63 Wireless Road, Bangkok, Thailand 10330		CODE		7. ADMINISTERED BY (IF OTHER THAN ITEM 6)		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State, and Zip Code) To all Offerors/Bidders				☒		9A. AMENDMENT OF SOLICITATION NO. USAID-Burma-486-11-031	
						9B. DATED (SEE ITEM 11) April 29, 2011	
				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 _____ 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)	
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO., AS DESCRIBED IN ITEM 14	
☐	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.
☐	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).
☐	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAA 1961, as amended and EO 11223
☒	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is NOT ☐ is required to sign this document and return _____ 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 RFA amendment is to provide answers to questions received regarding this RFA. Answers are detailed in Attachment A of this Amendment. All other terms and conditions indicated in the RFA issued on April 29, 2011 remain unchanged.

Specific changes are detailed from pages 2 - 8.

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 Thomas Stephens, Regional Agreement 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

ATTACHMENT A:
Questions & Answers
USAID-Burma-486-11-031: Humanitarian Assistance – Central Burma

USAID received the following questions regarding the RFA and provides the following responses:

A. Submissions and Related Questions

1. Is this opportunity limited only to organizations that have obtained an OFAC license, referenced on page 11?

USAID: Paragraph G, OFAC License in Section A of the RFA does not require applicants to obtain an OFAC License in order to be considered for this opportunity. This paragraph explains that when an award has been made, activities that will be implemented under this award in and for Burma will be authorized thru the OFAC license. The OFAC license is issued to USAID and has been incorporated in the RFA as Attachment 14.

2. Is there a requirement on paper size for applications (Letter vs. A4)?

USAID: Yes. The requirement is standard 8½" x 11" paper (210 mm by 297mm paper).

3. Please confirm the 25 page limit listed on page 7 does not include Title Page, Executive Summary, Table of Contents or Annexes.

USAID: Technical proposals are limited to 25 pages and must be written in English and typed on standard 8½" x 11" paper (210 mm by 297mm paper), single spaced (with no greater than six lines per inch), in Times New Roman 12-point size font (or equivalent sized font as measured by characters per inch), with page margins no smaller than one-half inch, and with each page numbered consecutively. INFORMATION SUBMITTED OVER 25 PAGES WILL NOT BE EVALUATED. Promotional literature and materials regarding the Offeror must not be submitted as part of the annexes. All other items are included in the above page limitation. The following items are not subject to the page limitation and will not be counted (a page in the technical proposal, which contains a table, chart, graph, etc., not otherwise excluded below, is subject to the "page" limitation):

- Cover page;
- Table of contents;
- Dividers;
- Table summarizing qualifications, skills and capabilities of proposed personnel (key personnel and notional non-key personnel);
- Appendix attachments which contain biographical information (i.e. resumes and other documentation provided by the Offeror) for proposed candidates;
- Monitoring and Evaluation Plan/Performance Monitoring Plan (PMP)
- Grantee and Subgrantee Past Performance Listing;
- Implementation Plan
- Branding Implementation Plan and Marking Plan;
- Charts providing information on management structure, matrixes demonstrating staff skills, and organizational chart(s);
- Curricula Vitae (CVs), letters of commitment (for COP), and letters of availability for other key personnel (who must not be required to sign with the Offeror on an exclusive basis), and references.

Please number pages as "Page of Page" where a page number combined with a letter indicates a page that is excepted from the 25 page limitation. Annexes can be numbered separately and should be numbered as "Annex 1: 1 of X, Annex 1: 2 of X", et cetera."

4. Page 8 of the RFA asks for a five year implementation plan including first and second year work plans. Can this information be included as an annex, or is it included in the 25 pages of the technical narrative?

USAID: While the implementation plans and M&E Plan are not included in the 25 page limit and can be attached as an annex (see question #3 above), these should still be discussed/described in the narrative of the technical proposal which is limited to 25 pages.

5. The RFA's format for the technical applications does not include an Acronym List or Letters of Commitment from sub-recipients, and the directions state not to deviate from the given format. Please confirm USAID does not want either included.

USAID: Letters of Commitment from sub-recipients are required. An Acronym List is not needed.

B. Technical Approach-Specific Questions

6. In the RFA, it says "multi-sectoral approach". Does this mean it is preferred that one consortia cover all three objectives? Would it be considered responsive if the offerer were to bid on only one or two of the 3 objective areas stated on page 17 of the RFA (Objective A: MCH/Family planning, Objective B: Livelihoods, Objective C: WASH)?

USAID: Our preference is for a multi-sectoral approach. The offeror must bid on at least two (2) of the three (3) objectives areas.

7. Because there is a causal link between Early Childhood Development (i.e., education for children ages 3-5) and "improved intellectual, physical and social development of young children" (page 17, under objective A), can you confirm that ECD is an acceptable intervention to propose?

USAID: We cannot confirm or deny that approach. As per the RFA, the MCH interventions proposed are those that address the major causes of maternal, newborn and under five mortality in Burma, are proven effective, can be implemented successfully in resource-poor settings, are achievable and measurable, can generate individual level success stories, have scale-up potential for significant public health impact and can be implemented entirely through the private/NGO sector.

8. The RFA states that support may be channeled to "community-managed infrastructure projects" (page 18). Is the renovation/building of WASH-related infrastructure in government schools and/or rural health centers an acceptable intervention, if the community takes an active role in the design and implementation of construction?

USAID will take this under consideration. Pending a determination by USAID, applicants may propose [this activity] as an optional or alternative activity, subject to subsequent USAID approval.

9. Improving hygiene and sanitation in schools has been shown to be an effective intervention in Myanmar. This includes latrine construction and water storage tanks, as well as hygiene promotion. Can applicants include this kind of infrastructure development in state schools as part of the program design?

USAID will take this under consideration. Pending a determination by USAID, applicants may propose [this activity] as an optional or alternative activity, subject to subsequent USAID approval.

10. Bore holes are an important water source for many communities. Many are in need of repair and rehabilitation. Can applicants include bore hole repair, and in particular cases, new borehole drilling, as part of the program design?

Applicants should propose the most appropriate water systems intervention based on a thorough assessment of the needs of the targeted populations, and the specific impediments to adequate access to safe water in selected communities. USAID expects that applicants will propose locally appropriate, sustainable and cost-effective solutions that will most effectively address the program goals outlined in the RFA. Proposed water system interventions, to include bore hole rehabilitation and/or bore hole drilling, require a clear description of the process of determining repair as opposed to drilling new bore holes. Consideration should include issues of maintenance, water quality testing, mitigating contamination risks and other environmental impacts, to include long-term impact on the water table.

11. Is microfinance a viable intervention to “reduce household level food insecurity” (Section B, Objective B)? We seek confirmation that a microfinance component could be classified under this objective.

USAID: Confirmed. A microfinance component may be classified under this objective.

12. Please define “major personnel.”

USAID: “Major personnel” as referred to in Section A.III.A.g(1), Cost Application Format, refers to key personnel or other long-term technical personnel proposed in the application.

13. The Program Description in the RFA includes Intermediate Results for Objectives B and C. Can USAID provide IRs for Objective A, or should applicants interpret the Illustrative Results for Objective A as less rigid than the Intermediate Results?

USAID: The Illustrative Results for Objective A are not less rigid than the Intermediate Results. Applicants should interpret the Intermediate Results for Objectives B and C as illustrative.

14. Would USAID consider providing a definition of “food security” for the purposes of this RFA and/or clarifying which components of “food security” are of most interest?

USAID: Food security is defined as having four main components: availability, access, utilization, and stability. Families and individuals require a reliable and consistent source of quality food, as well as sufficient resources to purchase it. People must also have the knowledge and basic sanitary conditions to choose, prepare, and distribute food in a way that results in good nutrition for all family members. Finally, the ability to access and utilize food must remain stable and sustained over time.

15. On page 10, the RFA states under D: Environmental Assessment & Monitoring that “No installation or use of equipment is expected in the activities under this program,” but Objective C, IR is “Increase safe sanitation practices through hygiene promotion and infrastructure provisioning.” Can USAID please clarify the definition of equipment installation and how that may impact or relate to infrastructure provisioning?

USAID: We are not able to clarify the definition of equipment installation at this time. Applicants may propose on installation or use of equipment but authorization by USAID will be provided after an environmental threshold determination is reached.

16. We would like to know if USAID entertain a proposal on how independent media could be used to reinforce humanitarian assistance? Would USAID see this as appropriate for this submission? We understand that to include independent media to promote some of the key health and humanitarian issues in the RFA (i.e., see p. 17 of the full announcement) is quite innovative. Could you please shed some light on this?

USAID: No. Please propose on the components of the RFA.

17. Objective A (page 17) begins by saying “A successful program will provide additional benefits including the following illustrative results:” Can USAID clarify what these results are ‘additional’ to, and whether all

applicants are expected to address all four illustrative results? May applicants determine the Intermediate Results most appropriate for their program under this objective?

USAID: Under Objective A on page 17, you may disregard the word ‘additional.’ Applicants are not required to address all four illustrative results and may determine the Intermediate Results under Objective A that are most appropriate for their program.

18. Can USAID clarify which elements of the Performance Management Plan described at the top of page 20 are expected in the draft PMP submitted with the proposal, vs. which information is to be developed by the successful applicant(s) upon award?

USAID: As per B.5.3 of the RFA, a draft Performance Management Plan with proposed output and outcome indicators, target numbers per year and means of verification for monitoring project implementation at the activity implementation level is required.

C. Financial/Budget Questions

19. In a consortium bid, which NICRA rate should be applied? The rate of the primary recipient? The rates of each consortium member?

USAID: The NICRA rate of each consortium member should be applied to their respective budgets, as appropriate.

20. The Cost Application Format requests “resumes showing work experience and annual salary history for at least the three most recent years for major personnel.” As resumes are also requested in the Technical Application, will it be sufficient to provide only salary history information in the Cost Application?

USAID: Please provide resumes in both the Technical and Cost Applications. However, salary histories should only be included in the cost proposal.

21. Similarly, please confirm that detailed budgets are required for all named sub-grantee organizations, rather than those exceeding 25% of the budget.

USAID: Confirmed.

22. Is there a budget allocation for each of the stated objective areas?

USAID: No. There is not a budget allocation for each of the stated objective areas.

23. Should the offerer submit a budget to be separated out by objective, or does USAID prefer one detailed budget with all objectives incorporated?

USAID: Offerors must submit a summary of the budget using a format consistent with Standard Form 424 and 424A. In addition, each Offeror must provide a budget for each illustrative Contract Line Item Number (CLIN) listed below. CLINS are aggregates of costs for the identified objective/component, and are developed by the offeror in its original proposal and/or final revisions. Please note that the number of rows in the table below, or the illustrative CLINs, does not necessarily reflect USAID’s expectations regarding the identity and/or number of CLINS that may be appropriate.

By Contract Line Item Number (CLIN)

Contract Line Item Number / Description	Year 1	Year 2	Year 3	Year 4	Year 5	Total
1 Objective A: MCH/Family						

planning						
2 Objective B: Livelihoods						
3 Objective C: WASH						
Total Estimated Cost						

Offerors must include a complete breakdown of the cost elements associated with each line item (i.e., Detailed costs associated with the activity, output or result such as salaries, indirect costs, travel, equipment, and fee, shall be provided in the proposal for evaluation purposes) plus a description as to the basis of estimated costs in the cost proposal.

D. Questions on Number of Grant Awards and Breakdown of Award

24. Does USAID intend offerors to provide a single application that addresses all areas of work to be implemented in all referenced zones of Central Burma?
- If yes, is it correct to assume USAID intend offerors to estimate this single scope of work as approximately \$55m?
 - If no, does USAID wish organizations to self select pieces of the work most desirable, either by desired technical area work or by region, and bid on these pieces only? Or does USAID prefer to provide more detailed technical and budget instructions on how the work is to be divided?

USAID: As referenced in the RFA, subject to the availability of funds, USAID plans to award anywhere from one (1) to three (3) cooperative agreement(s). The determination on the number of awards will be made at the time of award.

25. The RFA states, "USAID plans to award up to three cooperative agreements" does USAID have a budget ceiling for each award?

USAID: No. USAID does not have a budget ceiling for each award.

26. What other criteria will be used by USAID to determine if more than one awardee will be selected through this source selection process?

USAID: There are no other criteria beyond what is found in the RFA.

27. Page 16 notes that possible geographic areas include Rangoon Division; the Dry Zone (defined as Magway and Manadaly divisions, southern Sagang division and northern Bago division) and Southern Shan state. Does USAID expect or encourage proposals from one organization or consortium to cover all these areas?

USAID: USAID has no preference. USAID encourages proposals that meet the criteria established in the RFA.

E. Subgrantee and Local Partner Questions

28. Can we include additional local NGO partners later during the implementation?

USAID: Yes as long as they have been approved by the AOTR.

29. Can we include a sub-grants process for local NGOs and CBOs?

USAID: Yes.

30. Some of potential local partners are un-registered, although they can demonstrate that they are in the process of registration. Is it acceptable for applicants to nominate and work with partners who are not yet formally registered?

USAID: Yes it is acceptable for applicants to nominate partners who are not yet formally registered but they should have proven experience and knowledge of local conditions. If the applicant considers implementation through a consortium with other organizations; however, principal responsibility for implementation of the program shall rest with the applicant who shall act as prime and have final responsibility for implementation and performance monitoring of the program.

F. Past Performance Questions

31. On the first paragraph of page 10 of the RFA, 5 PPRs are requested from the Prime and each sub-applicant, “Applicants must include the five (5) most relevant U.S. Government and/or privately funded contracts, grants, cooperative agreements, etc. received by your organization in the last three years....Each applicant must provide past performance references for itself and each proposed sub-applicant.” However, in the next paragraph, applicants are asked to, “include three (3) most relevant U.S. Government and/or privately funded contracts, grants, cooperative agreements, etc. received by each major sub-grantee proposed.”

Please confirm our understanding that only the most specific request is required, that 3 PPRs are required only from major sub-grantees, and that only the prime applicant need include 5 PPRs.

In reference to Past Performance information on page 10, the RFA says “Each applicant must provide past performance references for itself and each proposed sub-applicant.” However, in the next paragraph the RFA specifies that three references should be submitted for each major sub-grantee, defined as one whose cost receives 25% of the Applicant’s total proposed cost. Please clarify if USAID wants references for all sub-grantees, or only those exceeding 25% of the budget, and how many references are desired.

USAID: Three (3) Past Performance evaluations are required from major sub-grantees and the prime is required to submit five (5) Past Performance evaluations.

32. Also on Past Performance, please confirm that by “[awards] received by your organization in the last three years,” USAID is referring to projects that have not been closed for more than 3 years, rather than only those that were awarded less than three years ago.

USAID: USAID is referring to awards that have not been closed for more than three (3) years.

33. On page 25, regarding Past Performance, the RFA states that the applicant will be evaluated on “demonstrated past record of success in implementing programs in Burma, including implementation of activities in the stipulated geographic area.” Does this criterion pertain only to the Prime or to all sub-grantee and partners in responses to the RFA?

USAID: This criterion pertains to the Prime.

G. GOB Related Questions

34. To what extent will the Government of Myanmar be engaged in review of applications and resulting program implementation?

USAID: The Government of Burma will not be engaged in reviewing applications and resulting program implementation.

H. General / Miscellaneous Questions

35. Will there be subsequent RFAs planned for Burma in the coming fiscal year(s)?

USAID: We do not know.

36. Is the earliest start date October 1, 2011?

USAID: The start date will be as soon as negotiations have been completed and award has been made. At this time, it is estimated that implementation may be on or about October 1, 2011

37. Section VI (page 14) refers to the applicable source and origin Standard Provisions, and the blanket waiver for local procurement, however it does not state what geographic code USAID intends to include in Cooperative Agreements resulting from this RFA. We respectfully requests Geographic Code 935 (Free World). Given the \$5 million limit on the blanket waiver, a 935 code will provide much-needed flexibility to ensure a large program in Central Burma can meet its procurement needs to work successfully in this challenging operational environment.

USAID: The authorized geographic code for procurement of goods and services shall be in accordance with conditions indicated in the Mandatory Standard Provision “USAID Eligibility Rules for Goods and Services (April 1998)” and the Local Procurement Blanket Waiver. Furthermore, procurement shall be in accordance with procurement standards provided in 22 CFR 226.40 to 22 CFR 226.49. Source and origin waivers may be requested and obtained if necessary and justified.

ALL OTHER TERMS AND CONDITIONS REMAIN IN FULL FORCE AND EFFECT

- End of Amendment No. 1 -