



October 21, 2019

Notice of Funding Opportunity No.: 70068520RFA00002

Amendment No.: 1

The purpose of this amendment is to amend the solicitation and provide answers to questions received.

The subject NOFO is hereby amended as follows:

1. The dates on the cover page of Original NOFO are amended to read:

Issue Date:	October 10, 2019
Deadline for Questions:	October 17, 2019 at 1500 Dakar time
Concept Note Closing Date:	October 25, 2019 at 1500 Dakar Time
Co-creation conference:	November 14, 2019 from: 8:30 AM to 1730 Dakar Time
NOFO Closing Date:	December 5, 2019 at 1500 Dakar Time

2. Under Section 10 – COST APPLICATION FORMAT, (5), add the following:

J. The Applicants must present all costs in US dollars (“USD”) and provide the exchange rate used to convert local costs to USD. The Applicants must use the average exchange rate provided by the “OANDA” currency converter between the USD and the proposed local currency for the month of “**October 2019**” to ensure consistent evaluation of costs across applications.

3. Under Table 1 – Summary of Required Reports (Page 66), add the Performance Indicator Tracking Table (PITT):

Report	Period Covered	Due Date
Annual Work Plan	Upcoming fiscal year	September 1 (30 days before new fiscal year) – For year one the annual workplan will be submitted within 45 days of award
Exit Strategy	Life of Activity	Within 45 days of award
Activity Monitoring, Evaluation, & Learning Plan (AMELP)	Life of Activity	45 days of award (Annual updates: November 15)
Performance Indicator Tracking Table (PITT)	Life of Activity	45 days of award (Annual updates: November 15)
First Quarter Report	October 1 to December 31	January 30
Second Quarter Report	January 1 to March 30	April 30
Third Quarter Report	April 1 to June 30	July 30
Annual/Fourth Quarter Report	October 1 to September 30 (including July-September quarter)	October 30
Final Performance Report	Life of Project	90 days post activity

Responses to Questions Received:

- 1. NOFO on the basis of the Co-Creation Workshop. Can USAID clarify the anticipated timeline for the procurement following the November 14 Co-Creation Workshop? Is the NOFO Closing Date of December 5 the date on which full applications will be due? In this case, would USAID clarify when the final NOFO with the expected changes emanating from the Co-Creation Workshop will be issued? Alternatively, if the December 5 NOFO Closing Date is the expected issue date of the final NOFO, would USAID please clarify the submission date for full applications**

The NFO closing date is December 5, 2019 at 1500 Dakar time for receipt of technical and cost applications. Interested applicants are invited to “first” submit a concept note. The concept note(s) will be evaluated by the information described under Section D, Article 4 –Submission/Delivery Instructions, sub Article “C”. Secondly, accepted applicants will be invited to attend the co-creation conference scheduled for November 14, 2019. It is expected that those applicants attending the co-creation conference will submit full technical and cost applications before December 5, 2019 at 1500 Dakar time.

- 2. Section D.2 Overview of the Application Process (page 33) states that Co-Creation Workshop attendees are encouraged to form consortia to have a full set of Applicant capabilities and skill sets. Would USAID please clarify if consortia will be able to add additional organizations after the Workshop who were not present for co-creation?**

Page 33, Section D.2 - Yes. Accepted applicants are encouraged to either attend the co-creation conference with their consortium partners or collaborate with attending applicants to form new partnerships. In addition, accept applicants can partner with none participating applicants in response to this NOFO.

- 3. Section D.5.A Concept Notes – Concept Note Format and Submission Instructions (page 38) states that the “single Annex must include information on Organizational Past Performance Reference Information.: Would USAID please specify the maximum number of pages for the entire Annex? How many references can offerors include in the Annex? And is there a page limit per reference?**

Page 38, Section D.5.A - There is no page limit for the Annex. However, applicate are highly encouraged to follow the “Past Performance” framework described under the instructions on Page 45. Applicants must not submit promotional literature and unsolicited materials within the Annex instruction.

- 4. Section D.9 Technical Application Format (pages 44 and 45) states that required/desired qualifications, resumes, letters of commitment and reference information must be included in a Key Personnel Documents Annex to the Technical Application. Would USAID please confirm the type of documents that are to be included?**

Page(s) 42 thru 46, Section D.9, Subsection titled “The Personnel” - Applicants are expected to follow the instructions listed in the Subsection. Applicants can submit the requested information using any type of document and in any format within the three page limits.

5. **Section D.9 Technical Application Format (page 45) states a requirement for a description of the roles, responsibilities and level of effort of key and other personnel. Would USAID confirm that the above description must be included as part of the Annex and its page limit?**

Please refer to USAID's response to Question No.: 4.

6. **Section D.9 Technical Application Format (page 46) states that a draft AMELP will be required for the Technical Application. Would USAID please provide the page limitation?**

Page 46, Section D.9 - There is no page limitation for the AMELP. During the full application phase, it is expected that interested applicants submit a Performance Indicator Tracking Table (PITT) specific to the Senegal Mission as part of the quarterly reporting. Also, see narrative described above under Amendment No.: 3.

7. **Section D.9 Technical Application Format (page 46) states that a Key Personnel Documents Annex will be required for the Technical Application. Would USAID please provide clarification on the type of documents that are to be included?**

Please refer to USAID's response to Question No.: 4.

8. **Section D.10.5 Cost Application Format – Direct Labor (page 47) Would USAID kindly provide the most recent Mission local compensation plan (LCP)?**

Page 47, Section D.10, Subsection 5.A thru 5.C - The below salary tables in local currency (CFA –XOF) illustrates the salary ranges across support staff and professionals, from junior to senior. The Oanda average exchange rate for the month of October 2019 must be used when converting CFA (local currency) to US Dollar.

Position	LCP Grades	Minimum (260 days)	Maximum (260 days)	Daily Min.	Daily Max.
Support Staff (Driver, Security/Guard, Receptionist, etc.)	1-4	4,850,122	10,479,912	18,654	40,307
Junior-Level Professionals (Administrative, Junior Officers, etc.)	5-8	7,738,726	22,577,560	29,764	86,837
Mid-Level Professionals	9-10	18,079,202	38,709,810	69,535	148,884
Senior-Level Professionals	11-13	29,275,409	77,073,233	112,598	296,436
LCP GRADES	CFA (XOF) Min 260 days	CFA (XOF) Max 260 days	Daily Min.	Daily Max.	
FSN 1	4,850,122	7,243,510	18,654	27,860	
FSN 2	4,409,878	6,539,098	16,961	25,150	
FSN 3	5,469,102	8,233,854	21,035	31,669	
FSN 4	6,872,892	10,479,912	26,434	40,307	
FSN 5	7,738,726	11,865,250	29,764	45,636	
FSN 6	8,942,148	13,790,736	34,393	53,041	
FSN 7	10,676,415	16,565,571	41,063	63,714	
FSN 8	14,433,916	22,577,560	55,515	86,837	
FSN 9	18,079,202	27,831,266	69,535	107,043	
FSN 10	25,077,886	38,709,810	96,453	148,884	
FSN 11	29,275,409	45,537,845	112,598	175,146	
FSN 12	41,127,770	64,147,010	158,184	246,719	
FSN 13	49,206,653	77,073,233	189,256	296,436	

9. May a Concept Note be submitted by a consortium or only by individual applicants?

Concept note must be submitted individually, by interested applicants.

[END OF AMENDMENT NO.: 1]