



Responses to Questions Received
RFP No. 2017-ERC-003
October 4, 2017

Question 1: Can we do the proposal in our own template or Clodburst will provide template or the form attached in the advertisement?

Response to Question 1: Clodburst will not provide a template for the technical proposal format beyond the technical proposal outline listed in section IV.a.1-3 of the RFP (Proposal Preparation and Submission Requirements) and the Criteria for Evaluation listed in section V of the RFP.

For the cost proposal, the proposed budget must have sufficient detail to allow evaluation of elements of costs proposed. To illustrate the level of detail expected in the cost proposal, Clodburst has provided Attachment B.2 as a template. It is strongly recommended that the offeror use Attachment B.2 to prepare the cost proposal.

Question 2: Will survey questionnaires be paper form or built in smart device? Or will it be quantitative and qualitative?

Response to Question 2: Please note that this is a qualitative data presentation field exercise. As such there will be no survey questionnaires, but there will be a qualitative GDBC exercise script for each town. The qualitative exercise scripts will be printed on paper.

However, the offeror may use field phones(s)/laptop(s) provided by Clodburst to update and share tracking documents. The offeror should include in their response a proposed strategy for completing and submitting exercise tracking sheets for each town and indicate whether electronic submission will be done via a phone, laptop, or another electronic device.

Question 3: Will the survey be done in all three counties simultaneously or we could do one county at a time?

Response to Question 3: As stated above, please note that this is a qualitative data presentation field exercise. The offeror should propose a field plan for conducting this activity in the 57 towns across the three counties. It is not a requirement for the activity to be completed simultaneously in the three counties.

Question 4: How many surveys and or respondents will be considered in each town?

Response to Question 4: As stated above, please note that this is a qualitative data presentation field exercise. One exercise will be completed in each town. All members of the community should be invited to and encouraged to participate in the exercise in their town. As such, the offeror must propose a robust plan for recruiting participants for the data presentation exercises to ensure maximum community engagement with the exercise. This can include a field plan that provides for mobilizers traveling ahead to communities or other strategies for communicating to the communities when and why these exercises will be presented.

Question 5: What is the approximate time for each individual survey; if quantitative and qualitative?

Response to Question 5: As stated above, please note that this is a qualitative data presentation field exercise. Each exercise is expected to last 2-3 hours.

Question 6: I noticed that the RFP specifies a local Liberia organization may apply...but wonder if the local vs. int'l status of the applying org is a strict requirement.

Response to Question 6: We will accept submissions from INGOs as well.