Title: Formative Evaluation of the Government of Canada – Canadian Red Cross Society Strategic Partnership to Enhance Humanitarian Assistance

A. AMENDMENTS TO THE REQUEST FOR PROPOSALS (RFP) :

This addendum 3 does not provide any changes to the RFP SEL: 2017-D-000396-1**.**

B. QUESTIONS AND ANSWERS

Question 1	FORM TECH – 4: How many projects can we include in this form for the Team Leader? Page 67, section 5.3 C1.2, says that "the Bidder should describe two (2) examples of evaluation mandates" for the proposed Team Leader (the maximum 60 points available are based on only 2 mandates) but at page 66 section 5.2 M.2 you say "using TECH-4 - Proposed Personnel Experience, the Bidder must demonstrate that the proposed Team Leader has completed at least two (2) evaluation mandates...". Please clarify.
Answer 1	Two projects should be described for M.2 and C1.2. The bidder can provide the same example of evaluation mandate.
Question 2	FORM TECH – 4: Is there a maximum number of projects we can include in this form? Can we include projects for any of the team members (Organizational Capacity Building specialist and any additional team members)? Can we include projects carried out by the Bidder even if none of the team members were involved?
Answer 2	Form TECH-4 *Proposed Personnel Experience* should only be used to respond to requirements as indicated.
Question 3	Will the Team Leader's professional experience (maximum 60 points) be scored only on the basis of the mandates included in TECH-4 or also on other mandates included in TECH-5?
Answer 3	The Team Leader professional experience will be evaluated through C.1.1 and C1.2.
Question 4	Is the Organizational Capacity Building specialist only scored on the basis of his CV (TECH 5) as indicated at page 68, section 5.3 C1.3 or on TECH- 4 if we include any of their projects?
Answer 4	The Organizational Capacity Building Specialist experience will be evaluated through C.1.3.
Question 5	FORM TECH-5: Is there a page limit to the curricula vitae?
Answer 5	No page limit is indicated, However, Bidders should try to be as concise as possible in answering these requirements.
Question 6	FORM TECH-5: Are the proposed team members required to have personal security

Canada

	clearance to carry out the assignment?
Answer 6	See Addendum 2 – answer 6.
Question 7	Are we allowed to attach any annexes to the proposal (for example, our Global Travel and Security Policy)?
Answer 7	The evaluation team will not consider any extra information provided on the proposal.
Question 8	If we include additional team members, will their TECH-4 and TECH-5 count for the final scoring of the proposal or only those of the Team Leader and the Organizational Capacity Development specialist will be scored?
Answer 8	Rated Technical Criteria - Proposals will be evaluated and scored as specified in the rated technical criteria. Each rated technical criterion should be addressed separately. Additional team members will not be considered for the evaluation of the team experience.
Question 9	We note that DFATD assumes no responsibility for the security of the Consultant, and that the Consultant will be responsible for assessing risk, creating security plans, and implementing risk mitigation strategies. We would like to clarify if the contractor, or the Red Cross, will provide any hosting or support in-country (particularly in South Sudan E.G local transportation, accommodation in compound, security briefings etc.)?
Answer 9	It is Bidder's responsibility to make the proper logistical arrangements (e.g. security, local transport, interpretation services, accommodation) that the Bidder deems necessary to fulfill the evaluation mandate
Question 10	As the Consultant is responsible for security planning and implementation, should a security budget be included or does this fall under overhead costs?
Answer 10	As per Section 1 – *Data Sheet* – paragraph 10.4. the Bidder can add other relevant costs in their proposal.
Question 11	Should travel costs be separated by country/region on additional lines, or should travel costs be lumped into one line?
Answer 11	It would be a good practice to provide a breakdown of the travel costs.
Question 12	Is travel expected outside of Capital cities?
Answer 12	Travel is expected both inside and outside of Capital cities.

C. ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.