

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 does not provide changes to the RFP SEL: 2017-D-000396-1.

B. QUESTIONS AND ANSWERS

Question 1	We would like to request a two-week extension to the closing date for the Formative Evaluation of the Government of Canada – Canadian Red Cross Society Strategic Partnership to Enhance Humanitarian Assistance (2017-D-000396-1).
Answer 1	Unfortunately DFATD cannot delay this process; therefore an extension is not possible.
Question 2	<p>The RFP specifies certain very firm requirements regarding timing:</p> <ul style="list-style-type: none"> • p53 section 6.3 “The data collection must take no longer than 50 days ” • p54 section 9.1.1 “The Consultant must submit a draft work plan to the PTA within three weeks of signing the contract “ • p54 section 9.1.2 “Within one week of receiving the PTA’s comments, the Consultant must submit a final work plan “ • p55 section 9.1.3 “The Consultant must conduct a second follow-up debrief/validation session in Ottawa two weeks after completing the initial session. “ • p55 section 9.1.4 "The Consultant must submit two draft evaluation reports ... to the PTA for review within a maximum of four weeks after the second validation session with DFATD.“ • p55 section 9.1.5 “Within two weeks of receiving comments from the PTA, the Consultant must submit two final evaluation reports to DFATD. " <p>May we assume that:</p> <ol style="list-style-type: none"> 1. these timings are expressed in terms of working days in Canada, excluding public/bank holidays, and that a week is equivalent to 5 working days? 2. it is acceptable to submit a methodology and timetable that delivers the evaluation within the 8 month time frame, but does not adhere strictly to these time requirements, in order to improve the quality of data collection, analysis and writing? 3. that the Ottawa workshop for presentation of the Final Evaluation Reports “at a time and location to be decided by DFATD “ will be held within a month after the end of the 8 month contract period? 4. the Ottawa workshop for presentation of the Final Evaluation Reports will be organized and funded directly by DFATD (outside the overall funding limit of \$361,830.00) so that the Consultant only needs to budget for time, travel and subsistence costs for our preparation and attendance at the workshop?
Answer 2	<ol style="list-style-type: none"> 1. Correct. 2. Bidders must adhere to the time requirements as specified in the Terms of Reference. 3. The Ottawa workshop for presentation of the Final Evaluation Reports must be held within the contract period. 4. Correct.

C. ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.