

Project Title: Independent Achievement Results Verification of the ‘Agroemprende Cacao’ Project in Colombia

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

Amendment no. 1:

In Section 1: *Data Sheet*, under *Definitions dd*), **DELETE** the words “The Request for Proposals (RFP) closing date is 2020-08-03 at 14:00 hrs, Eastern Daylight Saving Time (EDT)” and **REPLACE BY** the words “The Request for Proposals (RFP) closing date has been extended to 2020-08-17 at 14:00 hrs, Eastern Daylight Saving Time (EDT)”.

B. QUESTIONS AND ANSWERS

Question 1	<p>We have a person for the position of Project Director who amply meets the experience requested in similar projects, over 20 years in Colombia; at least 5 years of experience where gender equality is a crosscutting issue in the services provided.</p> <p>Accumulated experience leading technical and administrative work teams of at least 10 people, over 5 years; Extensive experience in services provided in evaluation and verification of agricultural projects including the cocoa sector; Data collection, including statistical analysis and calculations, and evaluation and verification of projects in Colombia for more than 10 years.</p> <p>Additionally, he has experience in delivering communications on technical aspects with different hierarchical levels, clients, citizen groups and non-governmental organizations.</p> <p>He has experience in handling negotiations with clients on technical issues.</p> <p>Do you accept this professional in the profile of Project Director, considering that he has proficiency in English reading and writing of 4 (Advanced Professional Proficiency), and in oral communication of 3 (General Professional Proficiency)?</p>
Answer 1	<p>The Language capability is a Mandatory Procedural Requirement, as indicated in Form TECH 2.</p> <p><i>Bidder must meet the mandatory procedural requirements stated below. Failure to meet any of these requirements will lead to rejection of the Bidder's Proposal.</i></p>
Question 2	<p>To make the BN request in the CRA it is necessary to have a social insurance number (SIN), but our entity located in Colombia, we do not have this number, so it does not allow us to register.</p> <p>What other options do we have to meet this requirement of the call?</p>
Answer 2	<p>As indicated in Article 13.1 b) <i>Procurement Business Number</i>, Bidders must have a Procurement Business Number. Bidders must register for a Procurement Business Number in the Supplier Registration Information service online at the following Website: https://srisupplier.contractsCanada.gc.ca/. In the case of a consortium or joint venture, the consortium or joint venture as a whole does not require a</p>



	<p>Procurement Business Number, but each Member must have a Procurement Business Number.</p> <p>We encourage the Consultant to call the numbers indicated in the website as DFATD is not the Department responsible for issuing Supplier Registration Information.</p>
Question 3	<p>We would like ask the question below to SEL:2021-P-003092-1 for Procurement of Consulting & Professional Services:</p> <p>Due to the COVID-19 pandemic, it has been increasingly difficult to find qualified specialist resources. Additionally, the RFP requires completion of numerous complex forms. As a result, would the Crown consider extending the closing date by 2 weeks to August 17th?</p>
Answer 3	Please refer to Amendment no. 1 above.
Question 4	<p>Section 4 Terms of Reference</p> <p><i>“The visits to the farms, cooperatives and associations to record data on cocoa crops and the other indicators must always be done at the same time of the year, i.e. between the months of September to November.” P. 47</i></p> <p>According to the National Health Ministry, the pandemic could achieve its maximum level of contagious around August¹. Considering that the freedom for mobility between municipalities would depend on local regulations, could be possible to delay the visits to the farms, cooperatives and associations?</p>
Answer 4	Depending on the circumstances due to the COVID-19 pandemic, GAC, in consultation with the audit firm, will make a decision on the timing of audits on farms, cooperatives and associations.
Question 5	<p>Section 4 Terms of Reference</p> <p><i>“The interviews must be carried out with a representative number of beneficiary families of the project, with representation from the different regions, with the participation of men and women in an equitable manner, representative of different sizes of farms and types of cocoa, as well as representative sample of associations and cooperatives supported. Additionally, for outcome # 3 (Women Empowerment), interviews with a significant number of women are required in order to corroborate the answers received from women, particularly on outcome #3.1 (Inclusiveness of associations supported by the Project) and #3.2 (Leadership and access to resources for women cacao producers). At minimum, a sample size of 500 beneficiaries (or potential beneficiaries) households is needed for the verification each year. The sample size must allow reporting of results indicators with 95% reliability or higher and 4.2% sampling error margin or lower for all indicators measured. The Consultant must ensure to follow the same sampling patterns and information collection techniques defined in the Guide.”</i></p>

¹ <https://www.minsalud.gov.co/Paginas/A-medida-que-tengamos-exito-el-pico-epidemiologico-se-ira-postergando.aspx>



	<ul style="list-style-type: none"> • The sample must be statistical representative at the level of: <ul style="list-style-type: none"> ○ Number of beneficiary families of the project as well as regions, Gender, Size of farms, Types of cocoa? ○ Associations and cooperatives supported? • In addition, could be possible to know the sample size and municipality distribution in the baseline? The follow-up must collect information from the same people and associations interviewed in the baseline? • If the consultancy project does not require to collect information from the same people and associations interviewed in the baseline (panel data), could you provide the number of beneficiaries and associations per municipality? This information would be necessary for sampling estimations.
Answer 5	The Methodology Guide is files attachment, available on the RFP's Buy and Sell page, containing a description and details on the methodology to be applied. The Bidder's approach as to the application of this methodology will be evaluated based on the evaluation criteria in section 5.
Question 6	<p>Section 4 Terms of Reference</p> <p><i>"Each team of Pollsters must have at least one of the two following qualifications, ideally both:</i></p> <ul style="list-style-type: none"> • <i>Knowledge and experience of the cacao sector and, ideally, experience in cacao farming and in the defined territories where this baseline will be carried out. (See Annex 1- List of Municipalities).</i> • <i>Knowledge and experience with Gender Equality issues." P. 49</i> <p>To guarantee the pollster qualification, is It enough to train the pollster in the cocoa sector (farming, crops, etc.) and gender equality issues? Or what do you require as pollster qualifications?</p>
Answer 6	It is the responsibility of the Contractor to ensure that the recruited Pollsters meet the competencies identified in section in Section 4 – <i>Terms of Reference</i> , section 4.5 <i>Pollsters</i> .
Question 7	<p>7.1 List of Deliverables</p> <p><i>Field operation plan: Delivery Date Requested</i></p> <p><i>"15 days following the receipt of the notice of a payment request from SOCODEVI"</i></p> <p><i>P. 51</i></p>
Answer 7	The date of submission of the SOCODEVI notice of payment is not known at this time.
Question 8	<p>7.1 List of Deliverables</p> <p>Could you please tell us how many days after the beginning of the contract would be the notice of payment request from SOCODEVI?</p> <p><i>Final mandate report: Delivery Date Requested</i></p> <p><i>"60 days before the end of the contract"</i></p>



	60 days before the fifth year? Or before what date?
Answer 8	According to the RFP, the contract will be for five years. Therefore, 60 days before the end of the contract.
Question 9	<p>Annex 2 -Outcome 3.2</p> <p><i>Method of verification/evidence source</i></p> <p><i>“this indicator will use a control group to be followed for the duration of the Project”</i></p> <p><i>P. 57</i></p> <p>During the baseline collection, the study gathered information from this control group? The follow-up must collect information for the same group of women?</p>
Answer 9	Please consult the Methodological Guide.
Question 10	Is it required that the pollster visits the cocoa plantation to verify the information (for example, to gather information for outcome 4)? Or is it enough with the information that the beneficiaries report in the survey?
Answer 10	Please consult the Methodological Guide.
Question 11	R3.1 e) awards points for ‘evaluation or verification of a project in the area of agriculture or forestry’. Will points be awarded if this experience is obtained as manager of a project, overseeing the collection of monitoring data, including statistical analysis and calculations of one’s own project, or does this solely refer to independent verification/external monitoring of projects.
Answer 11	<p>R 3.1 a) to d) pertains to the proposed Project Director’s cumulative experience in managing a team and resources in the delivery of services or project with a budget of at least \$50,000 CAD.</p> <p>R 3.1 e) Additional points will be given for experience meeting the three bullets.</p>
Question 12	R4.1 awards points for education received in a relevant field, specifically university degrees at the Bachelors or Masters levels. Our proposed cacao specialist has a Post-Graduate Diploma, which is more education than a Bachelor’s degree, but slightly less than a Master’s degree. Would the DFATD consider awarding more points for obtaining a Post-Graduate Diploma than for a Bachelor’s degree?
Answer 12	No. DFATD will no change the points attributed for the completed education.

C. ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

