

CDKN Invitation to Tender Q&A - Project Name AAGL-0036

Question

Answer

On page 5 of the invitation to tender, the second last paragraph says 'it will focus on a particular geographical area, South and South-East Asia' whereas the last paragraph on the same page says 'the scope and subject area is relatively flexible and will be determined by the supplier, depending on the quality and maturity of available data, the respective skill sets of the researchers, and gaps in the literature'. It is not clear whether both South Asia and South-east Asia are to be covered in the assignment or only one region.

The project's geographical focus could include countries in South Asia, South East Asia, or both. It is up to the supplier to specify what the geographic focus of the project will be in their proposal. CDKN has related ongoing activities in both Pakistan and Indonesia. It is hoped that the research findings will be of benefit to these and other projects in the region. Regardless, the preference is for this research to focus on case-study countries with the strongest evidence base across South and/or South-East Asia.

Secondly, are there any specific countries that are to be included or is it on the discretion of the supplier?

Is the budget for the learning workshop/ event convening stakeholders regionally (page 7 of invitation to tender) separate from the tentative budget given (GBP 43,000)? Such an international workshop would require large funding and may not be possible in the given amount. Can it therefore be given as an option and is it mandatory to hold the workshop?

A learning workshop/ event of some kind is required, though the size and cost of the workshop will need to be appropriate for the scope of the proposed project and will therefore be determined by the bidder.

The budget quoted by the bidder will need to include all associated costs. If the bidder feels that more than £43,000 is needed in order to cover airfares etc, then they are advised to provide a breakdown of what could be provided within the £43,000 limit and what could be provided with additional budget.

In the expected deliverables table on page 6 of invitation to tender, point 3 'Discussion on potential engagements with CDKN projects on Disasters insurance in South Asia and dissemination strategy' is not very clear. Can it be explained?

CDKN has a portfolio of funded technical assistance and research projects, some of which are potentially similar to this in terms of their geographic and/ or thematic focus (see <http://cdkn.org/projects/> for a list of ongoing research activities). If there are any such projects, CDKN is keen for connections to be made. This will depend on the details of the project outlined in bidders' proposals.

Are expenses (air, accommodation and other costs) to be included within the available £43,000 budget, although estimated separately?

The budget quoted by the bidder will need to include all associated costs. If the bidder feels that more than £43,000 is needed in order to cover airfares etc, then they are advised to provide a breakdown of what could be provided within the £43,000 limit and what could be provided with additional budget.

Is the recommended steering committee described in Section 2.2 (3-4 persons, for example) to be included within the available £43,000 budget?

Yes. See above.

Can you confirm any proposed steering committee members should be nominated/resourced by the Supplier and not CDKN?

The supplier would be responsible for determining steering committee members, though CDKN may be able to make recommendations. This can be discussed further with the selected supplier.

Do CDKN require any specific countries to be included in the project within South and South East Asia?

No, the specific countries to be included in the project will be determined by the supplier. Case study selection should be based on countries with the strongest evidence base across South and/or South-East Asia.

The above table answers all queries relating to the Invitation to Tender for CDKN project AAGL-0036 that were received before the deadline of 17.00 UK Time 4 January 2013. No further queries regarding this ITT will be answered.

The deadline for receipt of final ITT documents remains **17.00 UK Time 11 January 2013**. Please submit documents electronically to cdknetwork.procurement@uk.pwc.com. Documents received after this deadline may be disqualified.