

The following pages contain Amendment #1 to the RFP#383-07-DG2 issued by the USAID/India Mission.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

BPA NO. 1. CONTRACT ID CODE PAGE 1 OF PAGES 6

2. AMENDMENT/MODIFICATION NO. 01
3. EFFECTIVE DATE 06/27/2007
4. REQUISITION/PURCHASE REQ. NO.
5. PROJECT NO. (If applicable)
6. ISSUED BY CODE
Regional Office of Acquisition and Assistance
USAID/INDIA
9000 New Delhi Place
Washington D.C. 20521-9000
7. ADMINISTERED BY (If other than Item 6) CODE
Same as block 6

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)
To All Offerors/Bidders
9A. AMENDMENT OF SOLICITATION NO.
383-07-DG2
9B. DATED (SEE ITEM 11)
06-5-2007
10A. MODIFICATION OF CONTRACT/ORDER NO.
10B. DATED (SEE ITEM 13)

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, [X] is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing Items 8 and 15, and returning one copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(X) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is not, [X] is required to sign this document and return one copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this Amendment is to make certain other changes and additions to Sections C, J, and K. The Specific changes are contained from page 2 onwards in this Amendment.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)
15B. CONTRACTOR/OFFEROR
15C. DATE SIGNED
16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
Marcus A. Johnson, Jr.
Regional Contracting Officer
16B. UNITED STATES OF AMERICA
16C. DATE SIGNED
BY (Signature of Contracting Officer)

1) In SECTION K.2(a)1 *add* NAICS code “541990” and, in K.2(a)2, *add* size standard “\$6.5 million”

2) In SECTION J *add* the following as ATTACHMENT #13 the document (38-page report) entitled “EVALUATION OF THE AED PEACE SUPPORT PROGRAM (PHASE III) AND THE TAF-ICMA TRANSPARENT AND ACCOUNTABLE LOCAL GOVERNANCE (TALG) PROGRAM” dated 28 February 2007, and the USAID/Sri Lanka critique dated June 6, 2007 starting on page 39 of the same document. The reference document is posted at “http://www.usaid.gov/in/Pdfs/aed_taf_eval.pdf”.

3) In SECTION J *add* the following as ATTACHMENT #14.

“Selected Questions by Interested Parties and the USAID Contracting Officer Responses.

1. We interpret paragraph L.7(c) to mean that the technical proposal—not including the Award Monitoring Plan (AMP)—is limited to a maximum of 40 pages, and that the AMP is to be an addendum limited to a maximum of 10 pages over and above the 40-page limit for all other sections of the technical proposal. Do we understand correctly? If not, please correct.

USAID Response: The Technical Proposal is restricted to 50 pages and includes an Award Monitoring Plan (AMP). The AMP should be no more than 10 pages in length.

2. Is USAID expecting the contractor’s support to Transparency International under Component 2 to be financial, in the form of a grant? A subcontract? Or is USAID’s expectation that contractor staff might simply coordinate with Transparency International?

USAID Response: USAID expects the prime contractor to provide direct financial support to Transparency International. Such support should be in the form of a sub-grant under mutually agreeable terms and conditions in the range of \$100,000 to \$200,000, inclusive of the prime’s indirect cost. The Contracting Officer communicated with TI about the forming a relationship with the eventual contractor of the SCR program though not the specific amount. They are broadly agreeable to a relationship however all offerors are encouraged to explore what the specific parameter would be in a binding relationship under the SCR program.

3. Can USAID further define "short-term" in regards to the activities listed in Subcomponent 1.1 (support to regional NHRC offices)?

USAID Response: The Mission considers short term assistance to the National Human Rights Commission’s field offices to be limited to a period of no less than 12 months and no more than 18 months in duration.

Further support to the National Human Rights Commission and other institutions / mechanisms at the national or regional level will be reviewed at that time. Examples of such mechanisms / institutions may include: human rights monitoring missions; continued support

for the International Independent Group of Eminent Persons and other initiatives that may arise and merit support.

4. Does USAID want offerors to submit past performance information in the format of Contractor Performance Reports – Short Form, as stated in the draft scopes of work?

USAID Response: Offerors are to follow the instruction (format) in the final RFP, specifically Section L and M.

5. The opening sentence for Subcomponent 3.1 states: “Strengthen existing community based initiatives and implement the program in new locations in the targeted regions.” Does this language mean that the SCR program can propose to strengthen existing community based initiatives located in regions other than the North Central and Eastern provinces (e.g., in the Southern province)?

USAID Response: The primary focus should be the North Central and Eastern Provinces. However, the Mission does not object to technical proposals that contain national strategies for particular illustrative activities. However, the offeror’s should consider (a) the impact of such a strategy on their ability to implement an integrated program and (b) the effect of such a strategy on the budget and the potential risk of weakening the impact of other program activities.

6. Subcomponent 3.2 states that the Contractor should “strengthen national peace mechanisms, primarily the Peace Secretariat for Muslims.” Can the Mission please provide its definition of “national peace mechanisms” and additional example(s) of such mechanisms? For example, does this term refer only to formally recognized national peace secretariats such as the SCOPP?

USAID Response: The Mission considers the work of the Ministry of Constitutional Affairs (MCA), the Secretariat for Coordinating the Peace Process (SCOPP) and the Peace Secretariat for Muslims to be important national peace mechanisms. One of the Mission’s existing implementing partners provides technical assistance to both MCA and SCOPP. For the purpose of the technical proposal the offeror’s primary focus should be on strengthening the capacity of the Peace Secretariat for Muslims. Subject to the offeror’s overall budget, other civil society strategies that complement or support national initiatives such as the All Party Representatives Committee may merit support.

7. Please clarify whether the Mission would like Subcomponent 3.3.3 activities with alternative civil society networks and organizations to be proposed for any conflict-affected location in Sri Lanka (i.e., not only for the North Central and Eastern provinces).

USAID Response: See the response to question 5.

8. The Geographical Coverage section states that the program should focus on 2-4 districts within the North Central and Eastern provinces. There are only 5 districts in these two

provinces combined. Would the Mission object to proposing activities in all five districts since all five are conflict-affected?

USAID Response: The Mission would not object to such an approach. However, note the Mission's response to Question 5. Offerors should design their proposed geographic strategy in light of the funding available for this contract and the integrated program strategy called for in the Statement of Work.

9. The last sentence on page C-8 (in the Integrated Programming section) mentions a "participatory" small grants component but this participatory emphasis is not repeated later in the RFP when the grants program is mentioned. Can the Mission please explain in what sense the grants program is to be "participatory?"

USAID Response: Please note: (a) the responses to Questions 5, 7, and 8 above, and (b) under this element of the Statement of Work, the objective of this program is not to replicate the USAID Office of Transition Initiatives small grants mechanism. The small grants component will include more than one strategy, including:

- 1. They will be driven by the community consultative mechanisms. The target communities will be supported to prepare action plans where the communities themselves, identify, prioritize and supervise the implementation of / implement small scale development projects.*

As an example, the Peoples Forum Initiative currently implemented by the Academy for Educational Development (AED) through the Sri Lanka Peace Support Project, allocates an annual grant of \$5,000 to each forum. The funds support activities identified in an annual action plan developed by each community.

These action plans serve to build a long term relationship with the target communities and the content of these plans themselves will vary considerably from community to community but they serve as a platform to engage target communities on a variety of conflict related issues. They serve as the community participation component for the SCRP activities.

- 2. The small grants component will support linking the community consultative fora by utilizing the range of illustrative activities outlined in components 1, 2, 3 and 4 described in Section C of the Request for Proposals. Illustrative examples may include but are not limited to: alternative media networks that link the community consultative initiatives; human rights awareness campaigns; conflict early warning systems, and engaging with government institutions, and;*

- 3. Nevertheless, depending on the need, a degree of flexibility must remain and grants may be made that address a particular aspect of the conflict at the regional or national level. Grants that fall in this sub-category will not necessarily be "participatory".*

10) Section L.9 suggests the prime and major subcontractors may submit “up to 5” PPRs for evaluation. Is five the total limit for both the prime and major subcontractors, or is it allowable for the prime and major subcontractors to submit up to five PPRs each?

USAID Response: Each. Prime and major subcontractors must submit up to 5 PPRs. Major proposed subcontractors are those entities budgeted to perform 10% or more of a contract year.

11) Section L.7 (c) states a technical proposal page limit of 50 pages, but later states a 40 page limit. Can you confirm that the total page limit for the technical is 50, inclusive of a maximum ten page award monitoring plan?

USAID Response: Yes, the total page limit for the technical proposal is 50 pages including the Award Monitoring Plan (AMP). The AMP is restricted to a maximum of 10 pages.

12) The Cost Element summary table presented in Section L.9’s Additional Instructions contains only one line for sub grants. Are we correct to assume that both the line items for subcontractors and for grant monies be combined and presented as one on the sub grants line item?

USAID Response: That is an unintentional error (omission) in the budget. Add a new line under “Subgrants” entitled “Subcontracts”.

13) Section M.C lists evaluation criteria for Past Performance. Can USAID clarify whether the ten points will be awarded for PPRs only or for a combination of PPRs and text addressing past performance?

USAID Response: We anticipate that the PPRs will be the initial and primary basis for awarding the points. However USAID reserves the right to seek and collect additional, relevant past performance from other sources. Offerors, inclusive of proposed subcontractors, are urged to provide complete and informative PPPs.