

Capacity Building Activity (CBA)

Third Party Data Verification of MoE EMIS School Data (RFP#CBA-2019-005)

Questions and Answers

Section 1 (Instructions to offerors), article 1.1(introduction), paragraph# 5 of the RFP states that: Chemonics will issue an award to one company or organization. Does this mean that an award will be made to one company on national level or is it possible for a company/NGO to apply for one target province only?	This is a small activity designed for a short period of time (3 months) and thus Chemonics requires that all the provinces should be covered by one entity (company/NGO) only, who should have an office in Afghanistan, registered with the Government Islamic Republic of Afghanistan and should have past working experience in the provinces (Badghis, Balkh, Bamyan, Kandahar and Paktia).
The required staff as appearing in the main RFP does not match with the requirements stated in Annex 2 “Technical proposal template”. Please clarify.	The required staff mentioned in the main RFP are correct, while the attachments are all samples, however, Annex 2 was also updated.
Will Chemonics consider a proposal, which has less than 3 past performances for similar activity?	Past working experience is a requirement and bears weight in the evaluation criteria, however Chemonics will accept the proposal and will be evaluated based on the criteria mentioned in the RFP.
RFP requires CV of 3 key personnel while in “Technical Proposal.docx” it is mentioned 5 key personnel, please clarify.	The Annex 2 was updated.
Ref. Page 13, II.2. Scope of Work: Which party will be responsible for selecting a random treatment and control groups? Chemonics, MoE or the Sub-contractor?	Chemonics will select the control group provinces in coordination with MoE and subcontractor.
If it is the sub-contractor, how soon Chemonics can provide the list of eligible schools in 5 targeted provinces?	The list will be provided before signing the subcontract and will be part of the Scope of Work of the assignment.
Will the Headcount of students done through the schools records or it must be done/verified by subcontractor Field Officers?	Head counts will be done by subcontractor’s field staff.
Which party is responsible for extracting soft data from EMIS and relevant hard copies of ASC collection forms for 200 selected schools?	Chemonics will provide this data to the subcontractor with the help of MoE. The Chemonics will provide the hard copies of ASC forms of 200 schools included in the survey.
Will Chemonics provide the EMIS extracted soft data and hard copy of ASC of selected 200 schools prior to the starting of the field visits or after the data collections done by the field officers?	The subcontractor will be provided with the names and addresses of the schools and the subcontractor will use the same standard data collection questionnaire used by the MoE EMIS for Annual School Census (ASC). Chemonics will provide the hard copies of ASC forms to the subcontractor, after the data is collected for verification.
What types of comparisons are required with control groups and how exactly the “control group” should be used?	The control group is used to compare the results of the treatment group.

Will Chemonics share the ASC form with interested bidders prior to submitting a proposal?	Yes, Please find it attached to the RFP in www.acbar.org in the RFPs section.
Is sub-contractor required to obtain permission from MoE for visiting schools/data extraction from school records or Chemonics already obtained such permission?	Chemonics has already obtained this permission and this activity will be conducted in close collaboration with MoE. MoE is already engaged in the design of this activity.
What is the updated “Period of Performance” vs. as appears in page 6, Section C. of “Fixed Price Sub-Contract.docx”?	The duration of this assignment will be for 3 months and the exact start and end dates (period of performance) will be determined at the subcontract award stage. The sample firm fixed subcontract template is provided just for the vendor’s information to have a big picture on how the resulting subcontract will look like.
Is the intended ceiling budget amount accurate as it appears in page 7, D.1 of “Fixed Price Sub-Contract.docx”?	No. that amount is just a sample from another assignment.
The chart of the evaluation criteria on page 11/12 accounts for 90 points instead of 100 points. Is there another criteria worth 10 points?	The points were revised. 10 more points were assigned to cost proposal.
For budgeting purpose: can we assume that the schools will be evenly spread across the 5 provinces, approximately 40 in each province?	The schools will be selected randomly proportional to number of schools in each province.
For budgeting purpose: within a province, should schools be selected evenly from each district of the province or could the districts be sampled which would allow to make savings on the data collection costs?	The schools will be sampled randomly from CBA target districts and in the control group. Please see attached list of CBA target districts.
For budgeting purpose: In order to be able to proceed to an accurate budgeting of the cost of data collection, is it possible to know what the control provinces are?	The control group will be selected by Chemonics in consultation with MoE and sub-contractor.