Answers to Questions asked by prospective bidders on the RFP 5019:

Monitoring and Evaluation Project for TB REACH Initiative of the Stop TB Partnership

I. General Questions:

General Question 1: In case of the main recipient working with subcontractors, do the subcontractors need to sign any document or proposal?

   Answer: No, only the lead organization needs to sign the proposal.

General Question 2: Can our organization bid if we or a member of our organization (or other close entities) have applied or intend to apply for grants under the TB Reach mechanism?

   Answer: It would constitute a conflict of interest if the evaluator of the TB Reach grantees at the same time is a receiver of the grant itself, or if a member of the evaluator, or an entity close to it, receives a grant. In such case, it would not be appropriate to be both the evaluator and the recipient.

General Question 3: How many project sites are anticipated?

   Answer: Not known till the PRC (Proposal Review Committee) decides. One can assume there may be up to 30 sites. For determining cost, please give your assumption as to how many countries and sites you are assuming, but most importantly provide unit costs.

General Question 4: How many field visits are expected?

   Answer: At least one per project. Again make an assumption in developing the budget; providing unit costs in the budget section is paramount.

General Question 5: Any guidance on professional fees and overheads?

   Answer: Overheads in the range of 6% and up to 15%. An assessment of Overhead Costs applied to this project by bidders will have a role in the grading of bids received.

General Question 6: Any guidance on Number of countries and grants?

   Answer: Assumption on these parameters can be made but must be clearly stated. Also the unit costs requested in form IV are of critical importance and will be used in making a comparative assessment of cost effectiveness of proposals received. The RFP Budget Form IV requires unit costs to be mentioned. This information must be given. Any assumptions that are made in determining the budget must be stated very clearly in the financial section of the proposal.

   In order to prepare the budget, it can be estimated that up to 30 projects are expected to be funded during the first cycle.

II. Questions and Answers on RFP sections:
Question 1: Section Number 2.1. Can WHO please indicate how many grants they expect to award in the first round?

Question 2: Section Number 2.1. What type of organization is eligible to receive WHO TB REACH grants with respect to the following factors: public sector versus non-profit/CSO/NGO; size of the organization; size of the target population?

Answer: Any of the organizations indicated above would be considered eligible (providing they are working in the eligible countries), and provided they meet other qualifying criteria in the TB REACH grant announcement.

Question 3: Section Number 2.1 and Annex I. What is the expected distribution of grants across different countries or regions?

Answer: There is no pre-determined distribution outside of that set out in the country eligibility list. This will depend upon the final outcomes and deliberations of the Proposal Review Committee.

Question 4: Section Number 2.2. The objectives of the study include a reference to grantee capacity building. Is WHO referring to capacity building in data collection and analysis or capacity building in program implementation or both?

Answer: The reference to grantee capacity building refers only to guidance and recommendations for action the independent organization will provide to the TB REACH team in order to make mid-term corrections, if any needed, and to take action to enhance capacity should this be needed.

Question 5: Section Number 2.2. Is WHO considering awarding this contract to more than one organization?

Answer: The RFP clearly states that WHO does not bind itself in any way to select in any particular manner an appropriate organization.

Question 6: Section Number 3.3. From the description in 3.3 "Work to be performed," as written the focus is mainly on review of documentation provided by grantees with some field based assessments or visits. What criteria would WHO use to indicate the need for a field visit? Can WHO estimate the number of field visits to be undertaken during the 18 month period?

Answer: At least one field visit could be foreseen for each grant awarded at the end of the first year of implementation. Additional field visits are dependent on the decision of the Proposal Review Committee at the time of selection; for example, for proposals falling into category B, a field visit is mandatory at the start of the project.

Question 7: Section 3.3.4. Will the contractor be expected to provide any kind of training or other support to grantees, especially in cases of underperformance?

Answer: No. Please refer to the answer provided to question 4, section 2.2. above.

Question 8: Can we assume that underperformance refers to case finding/technical performance and that the financial management of the project/contract will be monitored by the TB REACH facility?
Answer: Yes

Question 9: Section 3.3.4. What criteria will WHO use to indicate that the grantees are underperforming?

Answer: Underperformance is understood as not meeting the deliverables as set out in the approved grant application.

Question 10: Section 3.4. Would WHO please provide a copy of the Standard template and workbook created by the TB monitoring and evaluation team?

Answer: This information is confidential to WHO and may be made available subject to due clearances.

Question 11: Section 4.7. Please indicate if there is a page limit for the technical proposal.

Answer: There is no set page limit for the proposal, but we would urge interested agencies to be as clear and concise as possible.

Question 12: Section 4.7. Please indicate, if possible, any guidance on the amount of funds available for this M&E project.

Answer: This will be dependent on the funds available in the Stop TB Partnership Trust Fund at the time this contract is awarded and for the purposes of the TB REACH grant. This is a five year initiative and subject to performance of the facility funds will become available.

PLEASE ENSURE THAT YOUR SEALED BIDS ARE RECEIVED AS PER DEADLINES SET OUT IN THE RFP. NO PROPOSAL SUBMITTED PAST THE DEADLINE WILL BE CONSIDERED, UNLESS THE DEADLINE IS FORMALLY EXTENDED IN WRITING BY WHO.