



Date: 8 January 2010

Pages: 3

Subject: Addendum 3 to the **Australia-Africa Partnership Facility Capability Statement** of 28 November 2009.

Tenderers are advised of the following:

Clarifications to Addendum 2

1. An error was made in paragraph 57 of Addendum 2. Please remove paragraph 57 and replace with the following:

Question: Is there any preference regarding the location for the MC's head office?

Answer: AusAID does not have a preference regarding the location of the MC's corporate head office. In regard to the Facility Head Office, AusAID's Facility Director will initially be based in Pretoria. It is expected that weekly meetings will be held between AusAID and the MC. As stated in the RFT, the office can be in Pretoria, Nairobi or Accra. AusAID expects tenderers to explain how communications will work between AusAID and the MC. It is expected that the MC's Facility Director will be based at the Facility Head Office. Over time, the Facility will be required to respond to areas all over Africa.

Questions raised by interested tenderers

2. **Question:** We can now insert Annex 2 – Letters of Association. Does this mean we can also include proposed sub contractors if known at the time of tendering? Can you describe the difference between an associate and a sub-contractor?

Answer: An associate is an entity that joins with the tenderer in the tender and will take part in the Facility if the tenderer is successful in, in the manner described in the tender. An associate may be a sub-contractor depending on the relationship between the tenderer and the associate. A sub-contractor is a person or organisation that enters into a contractual agreement with a prime contractor to perform some or all of the work the prime contractor has been contracted to do.

3. **Question:** Can you provide some clarity over position titles/roles of the Team Leader (referred to in answer to question 57 of addenda two) and the Facility Director (referred to in answer 60 of addenda two). The PDD refers to a Facility Director (including a position description on page 38) but no reference is made to the team leader.

Answer: Question 57 of Addendum 2 should have referred to the Facility Director rather than a Team Leader. Please see the clarification in paragraph 1 above.

4. **Question:** If a tender is submitted by, for example, ABC in association with XYZ, are we permitted to submit 3 datasheets for both ABC and XYZ?

Answer: Yes.

5. **Question:** If Bidding Organisations comprising more than one entity can submit up to three (3) 'Past Experience Forms' per entity, for example, a consortium comprising two (2) entities could submit a maximum of six (6) 'Past Experience Forms' and a single entity Bidding Organisation is only entitled to submit up to a maximum of three (3) 'Past Experience Forms', is this not discriminating against single entity Bidding Organisations, and hence a possible Probity issue?

Answer: No. In order to adequately assess each tender, and appropriately assess the merits of each organisation involved in the consortium, AusAID would expect each organisation to submit details of relevant activities or projects as required in the Past Experience Forms.

6. **Question:** The new Clause 5 – Annex 1 – Past Experience Forms – does the fact that we can now include 3 projects sheets per organization mean we could be at a disadvantage if we decide not to associate with another firm, and therefore your preference is for a consortia?

Answer: No, AusAID has no preference in regard to the nature of tendering entity.

7. **Question:** In relation to Addendum 2 paragraph 29, does this mean that all firms forming part of tender should submit their financial information or only the lead firm and proposed contract signatory.

Answer: All entities forming part of the tender should submit their financial information.

8. **Question:** On page 17 of the Design Document it states the facility budget will need to cover activity delivery, management fees, evaluation costs and other administrative cost.' Does this mean the actual costs of the different forms of assistance (training, capacity building etc.) are separate to and in addition to the facility budget or are they included in the estimated \$15m/year?

Answer: The estimated budget of A\$15m/year covers all costs.

All other information as set out in the RFT dated 28 November 2009, Addendum 1 dated 10 December 2009 and Addendum 2 dated 23 December 2009 remains unchanged.