Australian Government
AusAID

ADDENDUM 1

Date: 3 February 2010 Pages: 3
Subject: Addendum 1 to the “Tingim Laip Phase 2” RFT of 16 January 2010

Tenderers are advised of the following:

The pre-tender briefing for Tingim Laip Phase 2 will begin at 10am on Thursday 11 February 2010 and will be held at the following location:

PNG Australia HIV and AIDS Program Office,
Muruk Haus, Somare Circuit,
Waigani, NC, Papua New Guinea

Questions raised by interested Tenderers:

1. For the long-term personnel positions, providing we fill exactly what is required in the table (to ensure our bid is conforming), are we able to job-share positions (i.e. have a role undertaken 50% by one person, 50% by another person)?

   No.

2. Clause 7.7 in Section 1, Part 1 of the RFT refers to up to 6 weeks paid recreation leave per 12 month period whereas Clause 5.4(b) in Section 1, Part 4 of the RFT refers to up to 4 weeks per annum paid annual leave – which is correct?

   The maximum leave entitlement for Long term Advisers is six weeks per annum.

3. Will National Development Practitioners (DPs) be entitled to the same 6 weeks (or 4 weeks) paid recreation / annual leave entitlement as International DPs?

   All Long Term Advisers are entitled to up to six weeks leave per annum (regardless of whether they are National or International). AusAID has not stipulated how many weeks leave other Project personnel are to receive, however their leave allowances should not exceed six weeks leave per annum. Note that six weeks leave is the maximum allowable. Tenderers should detail the proposed leave allowance for their personnel in their financial proposals.

4. Table A in Annex 1 to Section 1, Part 4 of the RFT shows the Project Manager’s input as 26 months, which indicates his/her input starts on project commencement, yet the RFT indicates in Clause 8.2 in Section 1, Part 3 that this person will be recruited after commencement of the

Contract and therefore their input will be less than 26 months – please clarify.

The Project Manager will be recruited after commencement of the Contract. Given the time required to recruit this position is not known, AusAID has placed 26 months in this column to indicate that it expects the Contractor to recruit this position promptly on commencement of the Contract. The figure will be adjusted as required following completion of the tender process.

5. Does the reference to “all personnel” in Clause 3.2(a) in Section 1, Part 4 include both long term and unallocated short term personnel (to the maximum value of A$900,000 Reimbursable Unallocated Short Term Personnel costs for the initial 26 months of the project per Clause 6 in Section 1, Part 4)? And does the exclusion of a management fee in Clause 6.4 in Section 1, Part 4 of the RFT mean that the management fee for the A$900,000 Unallocated Short Term inputs should be included in the management fee in Clause 3 in Section 1, Part 4 of the RFT irrespective of whether the maximum A$900,000 Reimbursable Unallocated ST amount is expended or not?

   Yes, “all personnel” refers to all long term and short term personnel. All management costs associated with the implementation of the Project should be incorporated into the Fixed Management Fee referred to in Clause 3 in Section 1, Part 4 of the RFT.

6. Do the A$900,000 Reimbursable Unallocated Short Term “costs” in Clause 6.1 in Section 1, Part 4 of the RFT relate only to fees and not to associated Short Term Personnel travel costs and hotel accommodation and per diem costs? And are the Reimbursable Unallocated Short Term travel costs, hotel accommodation and per diem costs paid for separately under Clause 7.4 Reimbursable Operational Costs in Section 1, Part 4 of the RFT?

   No. The A$900,000 is provided to cover all costs incurred by the Contractor in operating the Period Offer arrangement for Unallocated Short Term Personnel. The Reimbursable Unallocated Short Term travel costs, hotel accommodation and per diem costs are not paid for separately under Clause 7 Reimbursable Operational Costs in Section 1, Part 4.

7. Annex 2 in Section 1, Part 4 shows “Travel within PNG for Project personnel” of A$756,240 – does this include the purchase of Project vehicles or, if not, which element of the Basis of Payment may be used to purchase Project vehicles?

   Yes. The figures for each of the categories in Annex 2 to Section 1, Part 4 are indicative only and are intended to provide Tenderers with an indication of the funds available for implementation of the Project. Tenderers may use the funds to cover any reimbursable costs incurred in implementing the Project. In addition, figures in this column may be reallocated to other categories as required for implementation of the Project (with the exception of those items to be priced in the like for like assessment).

8. Clause 5.4(e) in Section 1, Part 4 of the RFT states that the one-way mobilisation and one-way demobilisation international airfares are excluded from Reimbursable Long Term Personnel Costs. Clause 7.4(a) in Section 1, Part 4 provides for "one international return flight per year" for Long Term Advisers – does this Clause 7.4(a) also cover the initial one-way international flight on assignment commencement / mobilisation plus a one-way return flight on assignment completion / demobilization? Do these mobilisation and demobilisation international flight entitlements and the annual return flight entitlement extend to accompanying dependants of Long Term Advisers?

   The entitlement to return flights under Clause 7.4 Reimbursable Operational Costs in Section 1, Part 4 of the RFT does include the initial one way international flight on commencement and a one way return flight on demobilisation. These entitlements do not extend to accompanying dependents of Long Term Advisers.

9. The "AusAID – Annual Procurement Plan 2009 – 2010" indicates the value of this program to be $15 million over three years and the design document recommends a budget of A$5 million per annum. Given the program is now 2 years with a 3 year extension option, are we to assume the program value is A$25 million over a five year period? ie. A$5 million per annum.

   The Project has been costed at approximately A$5 million per annum. AusAID is currently tendering for a two year Project, hence the expected value of the Project is A$10 million. In the event that AusAID exercises its option to extend the Project for an additional three years, the Program would then be valued at a total of A$25 million.

All other information as set out in the RFT dated 16 January 2010 remains unchanged.