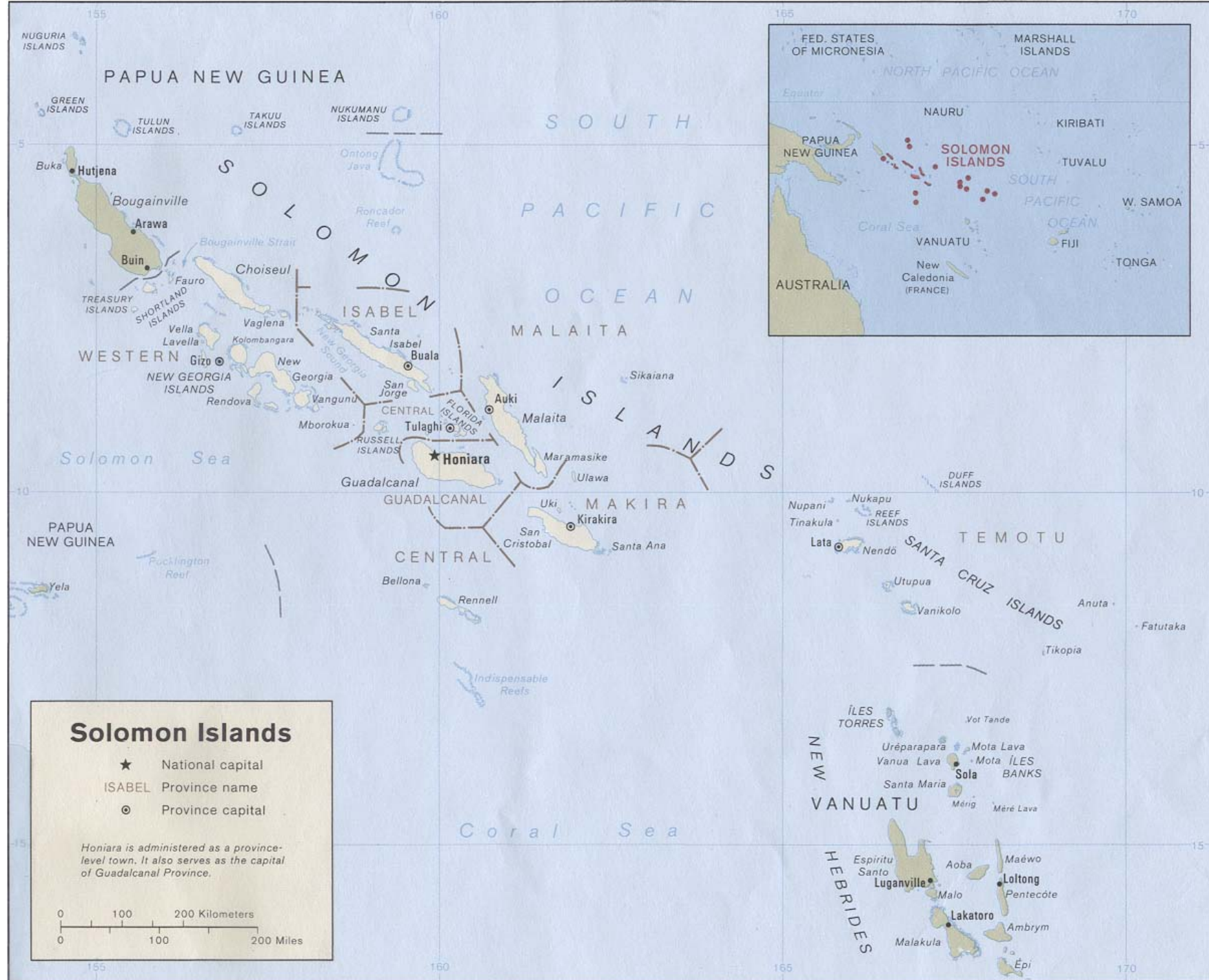


Solomon Islands; Australia's Engagement; Overview



Context

- Longest coast line of any small state
- One of the lowest rates of urbanisation and agglomeration
- 900+ islands, 6,000 villages, 71 local languages
- Transport: Primarily Air and Boats throughout islands (high cost). Limited roads, mainly Guadalcanal
- Australian ODA support through bilateral and RAMSI is by far the largest donor.



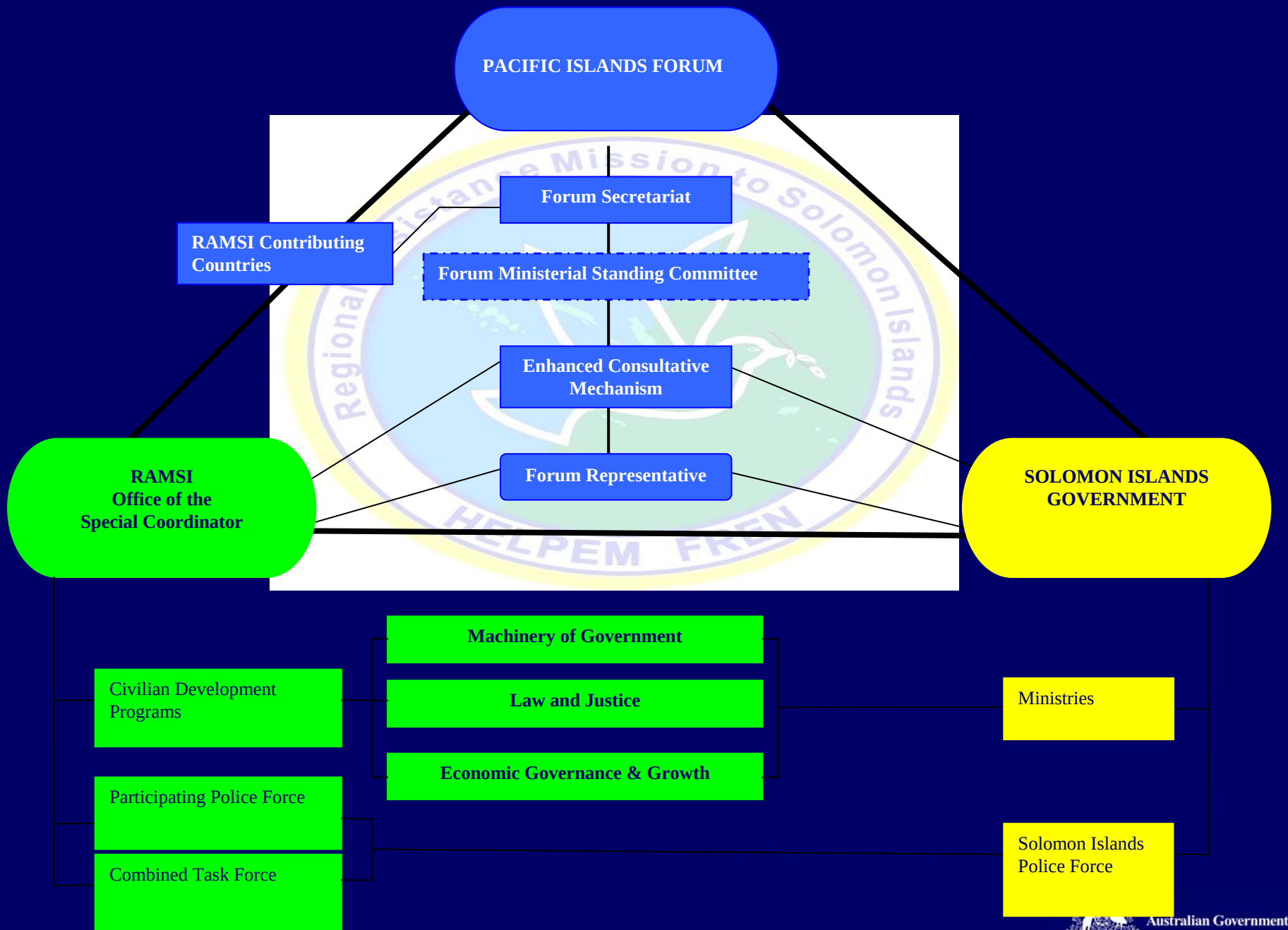
Key Indicators- *up to date data limited.*

Key Country Indicators Table*		
Population	535,000	2009
GNI per capita	US\$750	2007
Population below poverty line	22.7%	2006
Primary school completion rate	79%	2005
Literacy rate (15-24 year olds)	85%	1999
Ratio of girls to boys in primary school	0.89:1	2005
Ratio of girls to boys in secondary school	0.77:1	2005
Under five mortality rate (per 1,000 live births)	37	2007
Maternal mortality rate (deaths per 100,000 live births)	135	1999

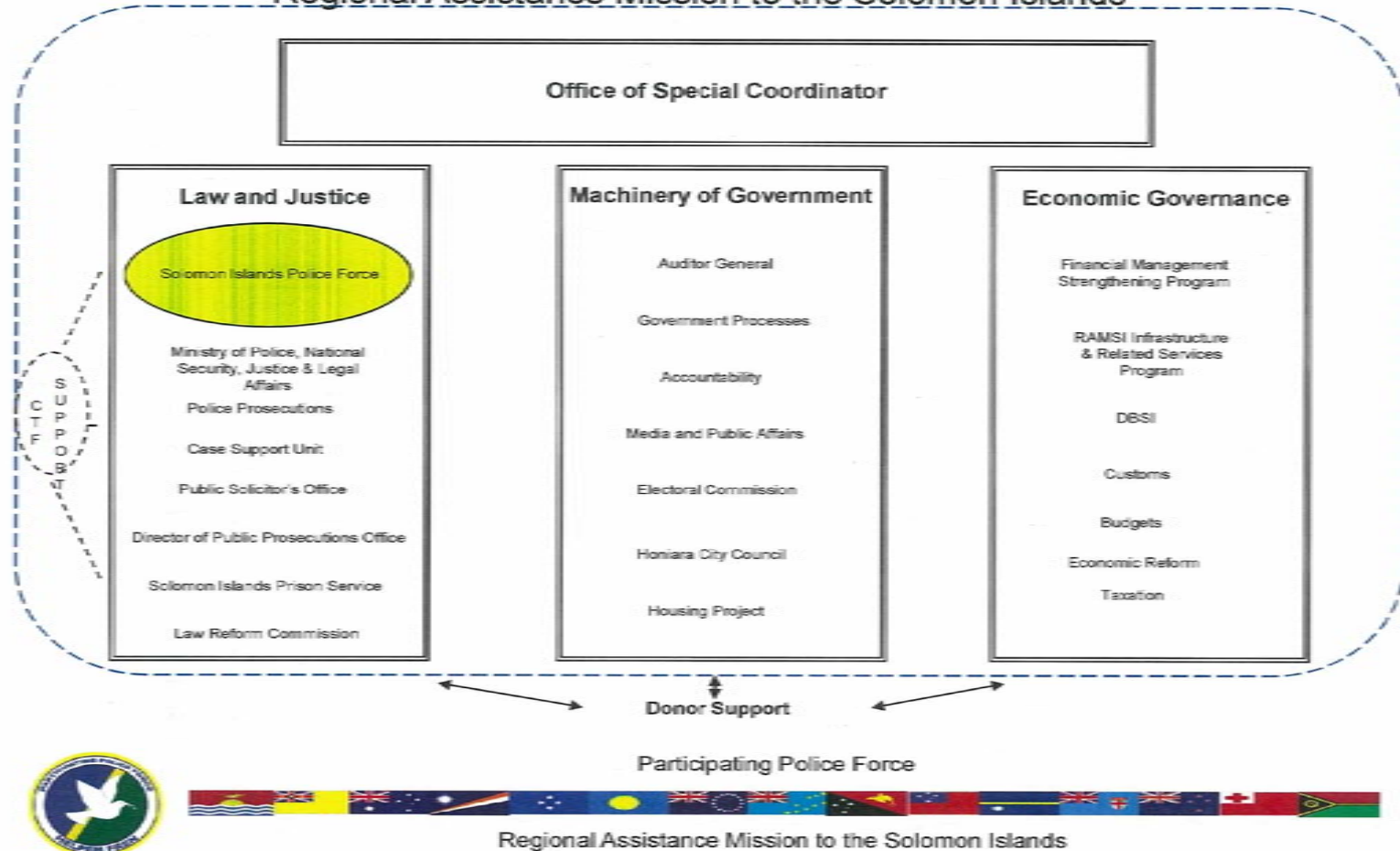


Snapshot of some achievements supported by Australia in 09/10

1. The incidence of malaria fell by 38 per cent between 2007 and 2009 – from 128 per 1,000 people to 79.3.
2. Better health and living conditions for 6,700 Solomon Islanders through funding for the installation of toilets, wells and water tanks in 38 remote communities.
3. Improved access to markets and health and education services for rural communities, as well as short term employment opportunities for over 4,000 people, through upgrading and maintaining 220 km of roads and constructing five bridges.
4. Under RAMSI, support for the introduction of competition into the telecommunications sector is expected to improve access to better quality and more affordable services, including in remote areas.
5. RAMSI's contribution to economic growth, law and justice, and accountability in government were praised in the Solomon Islands Foreign Relations Committee report released in November 2009.



Regional Assistance Mission to the Solomon Islands



3 cross cutting RAMSI themes:

- capacity development,
- gender equality and
- anti-corruption.



People's Survey: to gauge the effectiveness and public acceptance of RAMSI interventions

In 2009, the Solomon Islands Government (SIG) and RAMSI jointly developed and signed the Partnership Framework, an agreement that set the overall goals, objectives, and aspirations of RAMSI's work with Solomon Islands.

<http://www.ramsi.org/node/401>

The SIG-RAMSI Partnership Framework will enable future People's Surveys to provide information and opinion from a broad cross section of society in a form that can be used to support higher level SIG and RAMSI cooperation, as well as joint decision making.



Australian Government
AusAID



SIG-RAMSI People's Survey

Industry Briefing

Canberra, 30 June 2010

Structure of the RFT

Section 1

- Part 1 – Project Specific Tender Conditions
- Part 2 - Project Specific Contract Conditions
 - Becomes Part A of the Contract
- Part 3 - Draft Scope of Services
 - Becomes Schedule 1 of the Contract
- Part 4 - Draft Basis of Payment
 - Becomes Schedule 2 of the Contract

Section 2

- Part 5 - Standard Tender Conditions
- Part 6 - Standard Contract Conditions
 - Becomes Part B of the Contract

● Tender close

- 2.00 pm, Thursday 29 July 2010

● Mode of submission

- Electronically, via AusTender at <http://tenders.gov.au> before RFT Closing Time.
 - PDF (note file size limit – Part 5, Annex D, Clause 4.2-4.8)
 - Tenderer's Declaration – Part 5, Annex B
 - Tenderer's Submission Checklist – Part 5, Annex C
 - Tender Schedule A – Technical Proposal
 - Tender Schedule B – Specified Personnel
 - Tender Schedule C – Financial Proposal
 - Tender Schedule D – Financial Assessment

- Hard copy, by depositing in the Tender Box before Tender Closing Time

AusAID House, Ground Floor, 255 London Circuit
Canberra ACT 2600

- One Original

- Tenderer's Declaration – Part 5, Annex B
- Tenderer's Submission Checklist – Part 5, Annex C
- Technical Proposal (Tender Schedules A)
- Specified Personnel (Tender Schedule B)
- Financial Proposal (Tender Schedule C)
- Financial Assessment (Tender Schedule D)

- One CD

- containing each of the above as separate files.

Tender Schedule A: Technical Proposal

- Response to Selection Criteria
- Annex 1 – Past Experience Form
- Annex 2 – Work Plan
- Annex 3 – Team Member Inputs (bar charts)
- Annex 4 – Risk Management Plan
- Annex 5 – Mobilisation Plan
- Annex 6 – Conflict of Interest
- Annex 7 – Letters of Association
- Annex 8 – Commonwealth Government Policies Compliance

Tender Schedule B: Specified Personnel

- (Table 1) Specified Personnel - Short Term Technical Staff
 - Survey Director
 - Survey Manager
 - In-country Manager
 - In-country Consultant/Trainer (2 staff in total)
- Skills matrix
- CVs for all positions listed above.

Tender Schedule C: Financial Proposal

- Table 2 – Total Management fee (TMF)

- Years 1 & 2 Specified Personnel

- Table 3 – Specified Personnel - Short Term Personnel

- A breakdown of reimbursable costs associated with short term personnel

- Table 2 – TMF Escalation Rates for Option Period

- Year 3 of the Tender if option is exercised

- Table 5 – Reimbursable Administration Costs

Alternative Financial Proposals

- AusAID will accept an alternative financial proposal, provided:
 - It is submitted with a conforming Financial Proposal;
 - All requirements set out in the RFT are met;
 - All requirements are fully costed; and
 - It clearly identifies the differences and improvements offered in the alternative Financial Proposal.

Tender Schedule D: Financial Assessment

- Two options – see Part 1, Clause 8.
- AusAID may contact the nominated company accountant to obtain further information if required.
- Financial information is treated as commercial-in-confidence by AusAID. Distribution is limited to AusAID's Procurements/Contracts area and the firm contracted to report on the tenderer's financial capacity/viability to implement the contract.

Questions on RFT for SIG RAMSI People's Survey

- To be submitted in writing to ramsipeoplesurvey@ausaid.gov.au or fax +61 2 6206 4885
- Must be submitted prior to close of business (AEST) Thursday 15 July 2010.
- Will be answered by issuing a final addendum via AusTender before close of business Thursday 22 July 2010.

Assessment Process

- The Technical Assessment will be conducted in line with Standard Tender Conditions, Section 2, Part 5, Clause 7.
- Technical Assessment Panel (TAP) will consist of an AusAID staff member, Solomon Islands Government (SIG) official and an external independent consultant.
- TAP members assess and score all bids against the tender selection criteria. The highest technical scores will determine which tenderers will be invited to interview.
- TAP Meeting, including interviews.
- Technical assessment = 85% of total score
- Financial assessment = 15% of total score
- Final scores calculated.

Assessment Process

- Check bids to ensure they conform with tender requirements
- TAP formed to assess bids against Selection Criteria
- Shortlist tenderers who are then invited to Interview
- Conduct referee checks prior to interview
- Interview with TAP members
- Finalise technical scores
- Conduct like for like financial assessment
- Confirm financial capacity/viability
- Make recommendation to delegate
- Negotiate contract with preferred tenderer
- Notify unsuccessful bidders
- Distribute debriefs

Important Dates

Thursday 15 July
2010

- Final date for questions to AusAID on RFT for the SIG RAMSI People's Survey (14 days before tender close)

Thursday 22 July
2010

- Final date for AusAID to issue addenda/respond to tenderer questions (7 days before tender close)

Thursday 29 July
2010

- RFT closing date

Up to 2 days by late
August

- TAP meeting and interviews

Late August/ early
September

- If delegate approves TAP recommendation, negotiate contract

Late September
2010

- Contractor mobilisation



SIG-RAMSI People's Survey

Industry Briefing

Canberra, 30 June 2010

SIG-RAMSI

People's Survey

Managing a Good Procurement Process

Elements of Procurement Probity and Ethics

Concepts of Ethics and Probity

- ethical Behaviour;
- encompasses the concepts of honesty, integrity, probity, diligence, fairness, trust, respect and consistency;
- is critical to government procurement as it involves the expenditure of public money, and is subject to public scrutiny;
- supports openness and accountability in procurement processes and gives suppliers confidence in the Government marketplace; and
- can also reduce the cost of managing risks associated with fraud, theft, corruption and other improper behaviour, and enhance public confidence in public administration.

SIG-RAMSI

People's Survey

Probity

- Probity is the evidence of ethical behaviour in a particular process;
- It is defined as complete and defined integrity, uprightness and honesty;
- Contributes to sound procurement processes that accord equal opportunities for all participants;
- Probative procurement is one that involves largely common sense, clarity, openness, clear understanding and application equally to all parties to the process;
- It is integrated into all procurement planning, and should not be a separate consideration; and
- Probity excludes suppliers whose practices are objectionable, dishonest, unethical or unsafe.

SIG-RAMSI

People's Survey

Probity Guiding Principles

Guidance to establishing probity in the tendering process is contained in a variety of instruments:

- *Commonwealth Legislation Financial Management and Accountability (FMA) Act;*
- *Commonwealth Procurement Guidelines and the Commonwealth Grant Guidelines;*
- APS Values in the *Commonwealth Public Service Act*; and
- Other Commonwealth and AusAID procurement policy and guidelines.

HINTS FOR NEW PLAYERS

An information session for new tenderers wishing to participate in Australia's overseas aid program

The following hints have been prepared to assist new players:

- Take advantage of early warning of tenders on AusAID's website
- AusAID publishes its **Annual Procurement Plan** on Austender (www.tenders.gov.au). It highlights up-coming procurements.
- Read how AusAID conducts its business and contracts out on AusAID's website at www.ausaid.gov.au and go to the "Business and Tenders" link.

- Target specific projects and opportunities where your organisation has expertise
- Understanding AusAID is important. You are always welcome to meet with Country Program Managers and Contracts staff.
- Network with other consultants and organisations; consider bidding in association with other companies.

- After a tender process (whether successful or not), ask AusAID for a debrief.
- Bidding is a highly competitive process and bidders should be prepared for a medium to long term view about doing business with AusAID rather than expecting to win vast amounts of work in the short term
- Liaise with Managing Contractors who have been awarded AusAID contracts before

Hints on Proposal Writing

- Directly address the selection criteria and substantiate your claims strongly
 - Note weightings attached to selection criteria, and ensure that the emphasis in your submission reflects the weightings on the selection criteria
- Read the documentation carefully to ensure your bid meets all requirements
- If you are unsure of something, ask questions. Contact details are supplied in each request for tender.

Management Arrangements

- Clearly identify management inputs (who will do what, and with what level of input) as well as your proposed management framework. This is particularly necessary when a joint venture or consortium bid is submitted

Approach and Methodology

- Bidders need to demonstrate original thought and say what they bring to the project that contributes to success. Do not just repeat what AusAID has already provided in the tender document or the design document.
- Bidders need to show that they understand what the activity is about.
- Specifically identify project risks and how you propose to manage them.

- If bidders are considering an alternative methodology they must submit a conforming bid in the first instance and include the alternative approach as a separate annex. Bidders must win the project on the conforming tender in the first instance before an alternative can be considered.

Key Personnel

- Provide CVs for all Key Personnel nominated. The CVs should be focused towards skills required and clearly outline the duration and extent of the nominee's involvement in activities
- Provide referees who can comment on the nominee's experience and their claims against the selection criteria. AusAID can identify and contact referees of its choosing if it considers that it is not getting a complete picture

Pricing of Bids

- Prices submitted with bids must reflect the whole of life costs of undertaking the activity.
- AusAID is not interested in proposals from bidders that do not adequately resource the task.

Quality Control

- Check your bid before you submit it – an independent review to assist in editorial and logical consistency is recommended.
- Don't make claims that cannot be substantiated.
- Check that your bid is formatted according to the instructions in the RFT.
- Leave enough time before the tender closing time to do your quality control.

If invited to interview ...

- Bidders may be invited to meet with the Technical Assessment Panel to make a brief presentation and/or for interview.
 - The TAP process allows bidders to send an observer to the interview.
- AusAID recommends the following:
 - Keep the presentation focused and within the allocated time limit
 - Ensure the team is fully informed about the proposal
 - Be prepared to respond to any questions about claims made in the proposal.

- Ensure the presentation is engaging and relevant. Your presentation is one of several that the assessment panel will see.
 - Elaborate on what is in your bid
 - There is no need to repeat or recap on your proposal.
- Avoid complicated diagrams.
- Let team members answer questions posed to them.