



ADDENDUM 1

Date: 28 January 2009 Pages: 2
Subject: Addendum 1 to the RFT for the **Non-Government Organisations Accreditation, Assessment and Review Services** of 10 December 2009

Tenderers are advised of the following in response to questions from interested tenderers:

1. We appreciate that the Tender states that there is no guarantee of a minimum amount of work, however, from a forward planning perspective it would be helpful to understand the order of magnitude of this type of work being commissioned by AusAID. Can AusAID provide an indication of how many accreditation reviews, Overseas Aid Gift Deduction Scheme reviews and 'other' reviews took place last year?

Response: On average, AusAID undertakes:

- between 6 and 12 accreditations per year;
- 20-30 Overseas Aid Gift Deduction Scheme reviews; and
- 2-3 other reviews.

2. What is the size of the 'pool' of consultants that AusAID seeks to create from which this work will be commissioned?

Response

It is anticipated that up to 30 individuals may be considered technically suitable for inclusion on the period offer.

3. What is an indicative budget (days) that might be set for the accreditation reviews and Overseas Aid Gift Deduction Scheme reviews?

Response

An Accreditation may take up to 7 days; an OAGDS review takes 3-4 days.

4. What is the process for selection of consultants from the 'pool' for any given piece of work?

Response: The purpose of the period offer is to enable AusAID to select a pre-qualified individual whose name appears on the period offer to undertake the work. AusAID will approach a contractor based on the scope of the work and to ascertain availability and interest of the specified personnel to undertake the work.

5. While the tender calls for a single daily rate to be quoted for consultants (including medical and medical evacuation insurance), is there any room for negotiation if it transpires that a job is to be undertaken in a high risk area where, for example, normal insurance does not provide coverage and additional specialist insurance is required?

Response: There is no provision to negotiate fee rates after tender submission. Provision may be made in the services order for reimbursable expenses where there are additional requirements specific to the assignment.

6. If the above is not possible, can a list of countries be provided where in-country work may be required by AusAID such that we can make sure appropriate insurance coverage can be costed into the proposal.

Response: Please refer to AusAID's web site (www.aisaid.gov.au) for a list of countries where AusAID programs are implemented. In-country work may be required in any of these countries.

7. Will the Review Team be compiled by two Development Consultants from the same consultancy/company or will AusAID make a selection from two different panel members?

Response: Review team members will be selected on an individual basis. Therefore, they may come from the same contractor or may come from different contractors.

All other information as set out in the RFT dated 10 December 2008 remains unchanged.