



Date: 24 December 2009

Pages: 3

Subject: Addendum 2 to the Incentive Fund Phase III Request for Tender of 21 November 2009

Tenderers are advised of the following:

Questions raised by interested Tenderers

1. **Question:** We understand that the AusAID management team were going to launch IF III on December 9th inviting concept proposals to be submitted ready for the Contractor to screen during mobilisation. Can you please send us the information pack being given out to potential applicants and any other data that will guide the applications to enable us to assess the format and contents of the concept proposals and also some indication of the targeted audience? Was the launch in locations other than Port Moresby?

Answer: AusAID did not proceed with the launch of the Incentive Fund Phase III on 9 December 2009. This is now scheduled to occur in early February 2010 on a date to be advised. At this stage, the launch will only take place in Port Moresby. To date, no information packs have been given to any potential applicants and AusAID is still finalising these.

2. **Question:** We are frustrated that IF II were supposed to share their lessons learnt again to promote the value of such an important program and yet we find on the program website very limited access to key documents that we consider are Australian Aid intellectual property and should be easily available. We are therefore having to request to you to send us the following documents to help us with our bid:
- (i) The full lessons learnt Future Strategies Report and summary Excel sheet of issues;
 - (ii) The Final MEF [Monitoring and Evaluation Framework]; and
 - (iii) The individual Final Evaluation Reports for all projects which are restricted on the Incentive Fund website.

Answer: AusAID considered that the lessons learned from the Incentive Fund Phase II are shared. This is in the form of the Incentive Fund Review Report 2007 which was Attachment 2 to the RFT. The requested documents are restricted as they concern management of the Incentive Fund Phase II. AusAID has provided access to all key documentation it considers necessary for Tenderers to prepare a bid, namely:

- (i) Future Strategies Report - This report led to the articulation of the Papua New Guinea - Australia Incentive Fund (Phase III) Program Design Document (PDD) which was attached as Attachment 1 to the RFT. AusAID draws your attention to Section 1, Context, of the PDD;
- (ii) Final Monitoring and Evaluation Framework – Part 4 and Annex H of the PDD provide comprehensive discussions on monitoring and evaluation. AusAID does not agree that the Final Monitoring and

Evaluation Framework for the Incentive Fund Phase II needs to be made available; and

- (iii) The individual Final Evaluation Reports on the Incentive Fund website - These reports are the property of the PNG agency that received a grant, the PNG Government and AusAID. They have been collected and recorded by the former Contractor on the Incentive Fund website for AusAID's records. The information is restricted. AusAID does not intend to seek a release from all of the PNG agencies in order to make these reports available to bidders for the Incentive Fund Phase III. AusAID does not agree that these need to be made available. Further, Annex H of the Program Design Document provides guidance on a Monitoring and Evaluation Framework for an activity.

3. **Question:** In view of the above question and unfair advantage to one of the potential bidders once this information is made available to all potential bidders, it will take time to analyse and feed into our technical proposal. Therefore, would AusAID consider giving more time, say 10 days, to study the above data and to understand the nuances of delivering APNGIF I/II to allow potential bidders to develop a better response. At the moment with restricted access to this relevant and important data on the previous phases gives a major advantage to the firm that managed the earlier ones.

Answer: AusAID has released all documents it considers relevant and essential for bidders to participate equally and fairly in the IF III tender. AusAID does not share your view that a potential bidder has an unfair advantage. AusAID considers comprehensive information is provided for bidders to participate equally and fairly for the Incentive Fund Phase III tender. As the relevant documentation remains unchanged, AusAID is not changing the tender close time or date.

4. **Question:** Can you please clarify what you are after in regards to Selection Criterion 3 (b) the 'Provision of an outline mobilisation plan', in comparison to Annex 4 Draft Mobilisation Plan?

Answer: Bidders are to provide an outline mobilisation plan in accordance with Selection Criteria 3(b). Details of what is required for the outline mobilisation plan are set out at Annex 4 – Draft Mobilisation Plan. The reference in Selection Criteria 3(b) and Annex 4 – Draft Mobilisation Plan are reference to the same document that Tenderers are to include in their bid.

5. **Question:** We note that there is a potential requirement for an Unconditional Financial Undertaking [UFU] (refer Clause 22, p37, Project Specific Contract Conditions, Part 2). However, the RFT is silent on whether or not the cost of this UFU should be included in the financial proposal. In past occurrences where the requirement for a UFU was a possibility to be confirmed later, the RFT stated that the cost should be identified as a separate line item in the financial proposal. Is this an acceptable approach in this tender?

Answer: Yes. Bidders should provide a cost for a \$6million UFU. Bidders will need to insert a figure for the cost of the UFU after Table 3: Summary Financial Proposal as a separate line item after the total summary financial proposal figure.

6. **Question:** Can you please clarify the following question: In regards to Annex 7 – Monitoring and Evaluation [Part 1], specifically referring to 'addressing project level monitoring and evaluation' can you please clarify if this relates to the entire Incentive Fund or the individual funded projects?

Answer: This relates to the monitoring and evaluation of individual funded projects.

All other information as set out in the RFT dated 21 November 2009 remains unchanged.