

# Request for Clarifications and Answers

## Evaluation Services for IESC

<b>Issue Date:</b>	<b>4 December 2020</b>
<b>Closing Date For Proposals:</b>	<b>20 January 2021</b>
<b>Closing Time:</b>	<b>5:00 p.m. Eastern Daylight Time (EDT)</b>
<b>Project Title:</b>	<b>Evaluation Services For IESC</b>
<b>Offer Reference Number:</b>	<b>IESC-TRASA-2021-001</b>

**Question 1:** Will a copy of the “approved TraSa Evaluation Plan” (p. 7 of the RFP) be provided at contract initiation, or will it be a deliverable under the contract?

**Answer 1:** It will not be a deliverable under this contract. The draft TraSa Evaluation Plan has been submitted to USDA and is under their review right now. The approved plan will be shared with the selected offeror

**Question 2:** When referring to FFPr #3, “Number of hectares under improved management practices or technologies with USDA assistance” (p. 7 of RFP), is the intention to measure hectares under improved management practices without USDA assistance at the time of the baseline study?

**Answer 2:** Correct. The intention is to document current practices used by anticipated/targeted beneficiaries with the assumption that some may already be using practices that will be promoted by USDA through the program.

**Question 3:** Can IESC please share the units of measurement and methodology for stratified cluster sample size calculation for FFPr indicators #3, #4 and #18 in the RFP’s ‘Table 1: Sampling Strategy’ (p. 9 of RFP)?

**Answer 3:** The unit of measurement for FFPr #3, FFPr #4, and FFPr #18 in Table 1 is number of individuals/direct beneficiaries (farmers, proprietors). FFPr #4 would also include individuals employed by proprietors. The sample should be stratified by: smallholder farmers (farming less than 5 HA of arable land), non-smallholder farmers, importers, and proprietors/employees of packinghouses and slaughterhouses (swine and poultry only). Prioritize farmers/packinghouses that grow/process tomatoes, peppers, cucumbers, avocado, papaya, eggplant, limes, and cocoa. Packinghouses and slaughterhouses should be small (employed 10-49

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people in previous year) or medium (employed 50-249 people in the previous year).

Each strata should also attempt to include men/women and 15-29/30+ individuals (for FFPr #4) and proprietors (for FFPr #18). For proprietors, it is expected that the sample will predominantly be men who are 30+ however every effort should be made to include women proprietors or firms with mixed ownership. Please see the answer to question #7 for a more detailed response regarding the program's geographic focus.

The evaluation contractor should propose a sampling methodology in line with the parameters provided above.

**Question 4:** Would IESC consider evaluating team leader's relevant past performance (i.e work on similar projects, region etc.) as applicable and relevant past performance for the offeror, in accordance with the 'past performance' evaluation criteria in Section 12.1 of the RFP?

**Answer 4:** The past performance evaluation criteria relates to organizational/company past performance. A proposed Team Leader's experience will be evaluated under the Staffing evaluation criteria. In the case of a sole proprietor consulting company, such company should similarly demonstrate past organizational, consulting firm experience relevant to the activities described in the RFP.

**Question 5:** Section 9.2 Appendices. Can IESC clarify what documentation they would like to see offerors submit with regard to bullet 2 and 3 in this section, namely:

- The final contract ceiling will be contingent on both the "value for money" of the selected applicant's cost proposal and on the final program budget
- Demonstrated financial and administrative capacity to manage a contract of this size

**Answer 5:**

- Regarding bullet two, this was included in error and is being removed. No documentation is required. IESC is referring here to this being a best value procurement.
- Regarding bullet three, IESC will make a responsibility determination for each Offeror. Determining an Offeror responsible includes but may not be limited

to assessing 1) technical capability, 2) determining whether an Offeror can adequately meet the contract's requirements, and 3) determining if the Offeror has or can get adequate financial resources to finance the contract. Offerors should provide a financial capability statement that addresses the three areas above.

**Question 6:** Can IESC clarify if an implementation gantt chart is required only for the baseline study or for all three studies. Section 9.1 states the technical proposal requiring a one-page gantt chart while Section 12.1 Proposed Evaluative Approach asks for a gantt for the baseline study.

**Answer 6:** The offeror is required to provide a gantt chart that includes all three studies. The baseline gantt chart should be the most detailed with concrete tasks and activities.

**Question 7:** Can IESC please provide more information about the target beneficiaries to be sampled for FFPr indicators 3, 4, 18 and 19? Are these all farmers or do they include other groups? Is there any geographic area of focus? Will data collection have to take place in-person?

**Answer 7:** Please refer to response in Question 3 regarding information about the target beneficiaries to be samples for FFPr indicators #3, 4, 18, and 19. TraSa anticipates to work in the following provinces in the Dominican Republic: Santo Domingo, Santiago, La Vega, Dajabón, Independencia, Monte Cristi, Valverde, San Juan, San José de Ocoa, Espaillat, Hermanas, Monsenor Nouel, La Romana, and La Altagracia. There will be a mix of remote and in person data collection. The most appropriate data collection method(s) will be used to maintain data quality while following all DR public health protocols. IESC follows strict safety and security guidelines and will coordinate with the selected Offeror prior to any required travel.

**Question 8:** Are the TraSa supported government institutions at the national level, local level, or a mix?

**Answer 8:** The TraSa supported government institutions are at the national level.