

## Request for Quotations – Questions & Answers

### Business Enabling Environment Research Support

<b>RFQ Issue Date:</b>	<b>17 August 2021</b>
<b>Q&amp;A Posting Date:</b>	<b>21 August 2021</b>
<b>Closing Date for Quotations:</b>	<b>26 August 2021</b>
<b>Closing Time:</b>	<b>5:30 p.m. Hanoi time</b>
<b>Project Title:</b>	<b>USAID LinkSME Project</b>
<b>Bid Reference Number:</b>	<b>LINKSME RFQ-2021-062</b>

### 1. Questions and Answers

The below questions were received for the referenced RFQ by the deadline listed in the RFQ. Please find the accompanying answer underneath each question. As the due date for submitting questions has passed, no further questions will be answered.

- Question:** Do we understand correctly that under a Blanket Purchase Agreement, we are giving out prices for each step of data collection (design tools for data collection, pilot the tools for data collection, design data entry programs, etc.). If we are assigned to support a research project, the total contract value of such project would vary depending on the scope of work for that project in particular (for example, we might be asked to design the questionnaire for a few projects and not for others). Is that correct?

**Answer:** Yes, your understanding is correct. The Blanket Purchase Agreement would list all potential agreed upon services and their associated fixed price. When the USAID LinkSME needs a research project conducted, we would order the services from the Blanket Purchase Agreement that would be needed for that specific project; it is possible that not all services listed in the Blanket Purchase Agreement would be necessary or utilized for every research project, and as such the total value of the research projects would vary. Any additional work that is out of scope of the RFQ and not included in the BPA list of services would be contracted via another contractual mechanism.
- Question:** Since the template for quotation only asks for total value of proposed services only, are we required to provide costs breakdown, in particular how we come to the proposed total cost for each service?

**Answer:** We are looking for a menu of services to be provided on a per unit basis, with prices per unit. The proposed total cost for each service should be based on your

organization's pricing and cost standards and the anticipated labor and cost of implementing that service.

3. **Question:** Regarding Activity No. 6 in the Illustrative List of Activities (Annex 2), the expected sample size stated in the RFQ is 200 with 4 separate surveys, one in each sector. Does that mean each survey has an expected sample of 50 enterprises per sector?

**Answer:** Yes, the total sample of 200 is for 4 surveys, thus it is 50 samples per survey per one sector.

4. **Question:** Even though the RFQ calls for Vietnamese firm to support quantitative research activities and the illustrative list of tasks (Section 6.1 of Annex 1) mentions various steps of quantitative data collection, we find the list of activities in Annex 2 with mostly qualitative surveys. Do you seek support to collect qualitative data or quantitative data, or both?

**Answer:** We seek support in collecting both qualitative and quantitative data.