



USAID
FROM THE AMERICAN PEOPLE



Questions and Answers

Regarding: Pact Namibia Request for Proposals (RFP)

Partnership for WORTH,

An Economic Strengthening Program

264-RFP-10-01

Introduction:

All of the questions answered here were submitted through one of three mechanisms announced in the original Request for Proposals:

1. During the open question and answer period by email to RFP@pactnamibia.org by February 15, 2010;
2. During an information session held in Katima Mulilo at 8:30 a.m. at the Ministry of Gender and Child Welfare Conference Room, behind the Katima Mulilo Town Council, on Tuesday, February 16th;
3. During an information session held in Windhoek at the GZ Function Centre (corner of Bismarck & Dr. W Külz Streets) on Friday, February 19th.

No other questions have been answered to individuals or organizations during this period. No questions received have been omitted. Some repeated questions may have been consolidated into one or more answers.

Questions and Answers:

Questions and Answers from the WORTH Information Session held in Katima Mulilo

1. Can men join or participate in the WORTH programme and work with women?

Answer: Since Namibia, as a country has its own gender dynamics, the implementation of a scaled up program may depart from the usual WORTH participants who are exclusively women to include male participants. However, given that this is a pilot project whose target group has been defined as women caregivers, the initial pilot will focus only on women.

2. Can Pact consider being flexible with the numbers per group, 20-25, they may not be possible to get such numbers in the Caprivi Region or Namibia at large?

Answer: This can be considered. Pact may consider an offerer's argument for the recruitment of reduced sized groups if this argument is supported by evidence suggesting these reduced sized groups would be preferable given the circumstances in the Caprivi Region. However regardless of size, the target of 2000 women still remains.

3. Is Pact going to form one big organization or new groups? Why can't Pact use existing structures?

Answer: Pact is carrying out this request for proposals in order to contract an existing organization to implement the WORTH Program. It is not planning to establish any new organization. Under the WORTH Program, the contracted organization will recruit women into groups with specific purposes. Women caregivers that participate in these village savings schemes could be also members of many other existing structures, groups or organizations.

4. The requirements are high, meaning that the majority of women will not benefit because they will not be able to meet the requirements, such as registration and audited statements.

Answer: Pact is not expecting the women [beneficiaries of the project] to meet the RFP requirements, rather, women beneficiaries will be recruited and engaged by the successful organization. It is the organization that responds to this RFP that must meet the RFP requirements in order to be eligible to receive a contract with Pact to implement the WORTH Program. Registration of organizations can be through the Ministry of Health and Social Services as a welfare organization (WO) or the Ministry of Trade and Industry (MTI), as a Section 21 company.

5. What about if an organization just needs to start up?

Answer: In this case, Pact is prioritizing the prompt delivery of services to the future beneficiaries of the project rather than the development of a new organization. Pact has established the minimum eligibility requirements in order to ensure that the project can be implemented in an effective and timely manner that will benefit the women and vulnerable children of Caprivi as quickly as possible. These criteria cannot be changed during the RFP process.

6. The project is too technical, it needs to be localized, or even "Caprivanised", because there cannot be organisations that have received N\$750,000. This kind of money is only received by umbrella organisations and we would like to see local organisations bidding and succeeding to implement this programme. Could Pact look into the concerns about the requirements which can make it difficult for many small CBOs in the region to apply, only big NGOs can succeed?

Answer: Pact has established the minimum eligibility requirements in order to ensure that the project can be implemented in an effective and timely manner that will benefit the women and vulnerable children of Caprivi as quickly as possible. These criteria cannot be changed during the RFP process.

7. What will happen if Pact does not find a qualifying organisation in the Caprivi Region?

Answer: Pact will have to evaluate that situation if it arises as a natural outcome of the competitive process under the current RFP.

8. Will there be funding continuation beyond 2012?

Answer: First, the Community REACH Namibia Program implemented by Pact Namibia is scheduled to end in 2012, therefore there is no assurance that funding for this activity will continue beyond that time. In addition, the program's continuation (even in 2011 and 2012) is

contingent on USAID funding (the donor) and approval. Therefore, we only have assurance on a year by year basis. Second, the village savings and lending program is designed to be a program that builds capacity of women to carry on the program and its benefits beyond the provision of Pact resources.

9. Can you give examples from anywhere in Africa of projects that have become successful?

Answer: The WORTH project has been successful in several African countries, including Ethiopia, Zambia, Tanzania, Democratic Republic of Congo and Uganda. In addition to African countries, WORTH has successfully benefited women in countries such as Nepal, Cambodia and Myanmar. As an example from an evaluation study, after ending, the Nepal WORTH programme was so successful that they were found to continue and grow in scope long after the funding for the project ended. The groups shows tremendous success in that approximately (64%) of the original 1536 Village Savings groups were active eight and half years after the program began and five to six years after the all WORTH-related support ended. That means there are nearly 1000 continuing groups with approximately 25,000 members. In addition, their village schemes hold, on average, total assets of over US\$3100.00. This is more than three times their average holdings in 2001. More information is available at: http://www.pactworld.org/cs/worth/where_we_work_nepal.

10. Do vulnerable children include those with disabilities?

Answer: Yes

11. Could Pact 'relax the [eligibility] requirements for [management] systems'?

Answer: The information required regarding the offerer's management systems is vital to allowing Pact to assess whether an organization can effectively and responsibly administer the funding that would be provided under the proposed contract.

12. The required CVs are they for the people existing on a program or are they for people to be recruited?

Answer: The CVs should be provided for high-level managers (key personnel) that would be overseeing the implementation of the WORTH contract. These should be existing personnel that would be responsible for the supervision of the project or for the performance under this contract (e.g. Director, Program Coordinator, Finance Officer or M&E Officer).

13. The information states that the RFP release was on 5 February, but was the information communicated to the region earlier?

Answer: The RFP was first announced nationally in the Namibian and Die Republikein newspapers on February 5th. Procurement rules with USG funding do not permit Pact to announce the contents of the RFP earlier than the launch date; this ensures that all organizations have an equal and fair chance at competing for the contract. An advert in the local paper and availability to download by email is deemed as the fairest way to get information out to as many people as possible. The WORTH RFP package was distributed widely by email and also sent by email to the office of the Director of Planning and Development at the Caprivi Regional Council after the release of the RFP. Printed copies of the RFP were provided to the Ministry of Gender Equality and Child Welfare and the Office of the Director of Planning and Development at the Caprivi Regional Council. In addition radio announcements on the WORTH RFP were made on NBC Silozi Service on 15th and 16th of February 2010 in Katima Mulilo.

14. The location and distances of villages is a cause for concern, how can the saved money in the program be safeguarded from being stolen?

Answer: This is a challenge for all WORTH programs and can be addressed in a variety of ways. This and many other technical aspects of the village savings schemes will be addressed in the trainings that will lead up to the implementation of the WORTH Program.

15. Some parts of the region, such as the Kabbe Constituency, experience annual seasonal flooding, and get relocated, particularly in April, how will such places benefit when the program starts?

Answer: This is an important challenge that needs to be addressed during the implementation of the Program by the contractor. Discussion of this aspect of implementation is welcome in the proposal.

16. Many people indicated that this was the first time for them to see the documents, but time to the deadline is already spent?

Answer: See response to question 13. Pact announced the launch through national media sources.

17. What is the age limit to join the WORTH groups?

Answer: The organization could discuss this issue in the proposal. Note that there is a national legal age minimum for indebteding oneself of 18 years.

18. What does PACT stand for?

Answer: Previously it stood for Private Agencies Collaborating Together, however Pact now uses the name 'Pact' without any longer meaning.

19. There is concern on the implementation budget – the program looks like a 'heavy' program which requires even vehicles, because officers will be required to be in the field most of the time. Can such equipments be catered for? No restrictions have been placed on equipments

Answer: No restrictions have been imposed on the budget, and organisations should respond to the proposal in a way that they will be able to successfully implement the program. Note that cost effectiveness is a criteria on which programs will be evaluated.

20. Where is the work plan? Will that be developed after getting an indication that an organisation has qualified?

Answer: The required elements of the proposal to respond to the RFP are given on page 8 of 26. A workplan will be developed together with the winning organization after the organization has been selected.

21. Pact only selects a contractor to implement the program, how will the other stakeholders be selected?

Answer: Pact expects the organisations submitting a proposal to indicate how they are going to get stakeholders and the target population, including caregivers, involved in the project.

Questions and Answers from the WORTH Information Session held in Windhoek

22. In the case of an organization that receives PEPFAR funding from a USG agencies such as CDC, could this organization be eligible under this RFP if it is requesting funding for a sub-project located in the Caprivi region that does not receive any PEPFAR funding?

Answer: The organization and all of its projects would not be eligible. However, a sub-partner, as a separate legal entity, could potentially be eligible.

23. Do organisations need experience working with communities in the Caprivi Region? Is it a must for an organisation to have community based experience in the Caprivi Region only?

Answer: Organisations must have experience working in the Caprivi Region on either community-based or financial services projects. However, they do not need to be experienced with community-based projects in Caprivi if they have financial services experience in Caprivi, i.e. they must have one or the other, but not necessarily both. If an organization provides such services beyond Caprivi, in addition to Caprivi, they could be eligible.

24. Should financial service experience only relate to the Caprivi or can the organisation in general demonstrate this capacity, even if it is not related to the Caprivi Region?

Answer: An organisation can demonstrate financial service experience independent of work in the Caprivi Region, however, as in the answer above, an organisation would be expected to have either community-based experience or financial services experience in the Caprivi Region.

25. Can two organisations partner and apply as a consortium?

Answer: It is perfectly acceptable for organizations to partner together under one proposal. However, only one organisation will serve as the “prime” and be contracted by Pact, with full responsibility of the program including managing the subpartner, while the other organisation will be a sub-contractor of the contracted organisation. Therefore, the proposal must identify a prime contractor and describe the supervisory relationship with any sub-contractors carrying out substantial work under the WORTH project.

26. Is the US\$250,000.00 available for two years or will the amount be divided?

Answer: Each of the two years has a budget ceiling (maximum) of US\$250,000.00, with the second year contingent on USAID approval and funding availability.

27. Can Pact assist to pay for a consultant to develop a proposal since this looks like a high proposal?

Answer: As stated in the RFP on page 13 of 26, neither Pact nor USAID will provide any assistance to any organization for the preparation of proposals. This includes a prohibition on any reimbursement for any costs associated with the preparation of a proposal in response to this RFA.

28. Does an organisation need to have had a budget of US\$100,000.00 in one or both of the last two years?

Answer: The offerer must have expenditures of at least US\$100,000 in one of the offerer’s last two fiscal years.

29. Will the successful organisation receive training in the WORTH concept?

Answer: As stated on page 5 of the RFP, Pact will provide training on the methodology as well as provide technical support to implement and manage the program to the successful organization. See page 15 of 26 of the RFP for a brief description of these trainings.

Questions and Answers submitted by email

30. Could you please clarify whether organizations that have no experience working in Caprivi may put in proposals for this funding?

Answer: Please see answer 23.