

Q & A

RFP Title: Quantitative Methodologist for Advisory Consultations (Master Service Agreement)

RFP No: LEAP-2024-3

Date of Issuance: August 21, 2024

Closing Date: September 25, 2024

Estimated Award Date: October 1, 2024 – September 30, 2025

Contract Type: Master Service Agreement

The solicitation notes a firm or a consultant can apply. Does Pact have a firm or consultant preference?

No. Pact is open to a firm or a consultant, with no preference given to one or the other.

Can you provide a sense of scale and frequency of the task orders?

Not at this time. However, successful offerors are not required to accept a task order if they are unable to meet the deliverables within Pact's deadline.

Does Pact intend to award a single or multiple awards?

Pact may award more than one award depending on the capabilities provided by offerors.

Is it possible to submit the proposal with electronic signatures?

Yes, Pact will accept electronic signatures.

What registration documentation is required? The RFP states that 'Registration documentation may be requested from the successful bidder'.

No registration documentation is required for this proposal submission. Upon review of a proposal, the Pact review committee may request documentation if the applicant is a registered business such as LLC (not from an individual consultant).

What will Pact prioritize in its assessment of offeror proposals?

Please review the evaluation criteria noted in the solicitation. Pact will follow that weighted scoring.

Should the technical and cost proposal be in separate documents or a single document?

Pact will accept proposals with technical and cost proposals in a single or multiple files.

Is it correct to assume that the task orders will entirely be comprised of LOE, and not other costs or activities?

Correct. If, as a result of the task order work, it is determined that additional activities are necessary, these will be negotiated separately before an award/contract is issued.

Does Pact have a written policy on allowable overhead costs?

No, Pact does not have a policy on allowable overhead costs for the procurement of goods and services. Potential offerors are expected to follow their own policies as they relate to overhead/indirect costs that they may include in their budget.

The RFP mentions that 'The cost proposal should include detailed notes that thoroughly explain the estimating methodology used to calculate the budget and any assumptions that may be made by the offeror(...)'. Can you confirm what this means for the content of the submission by the September deadline? You have provided a table for 30/45/60 minutes as well as 1 day consultation rates to be shared. Are you looking for a thorough explanation of these at this stage or the quoted sentence (and the whole paragraph on top of the page 4 of the RFP) are only relevant if the offeror is selected?

For this proposal submission, Pact requires the labor rates for a consultation that lasts 30 minutes, 45 minutes, 60 minutes, and 1 day, in addition to an explanation of the methodology used to come to those rates. Please note that task orders may be commissioned by various Pact departments, and departments may have different external funders. Rate limitations vary based on funder requirements. For example, the USAID maximum daily rate is \$748. The Pact department using the consultant service via a task order will need to provide justification prior to the task order agreement if the daily rate exceeds the funder limit.

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