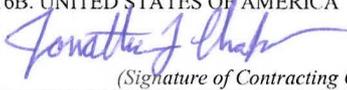


AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES 1 7
2. AMENDMENT/MODIFICATION NO. Amendment No. 01	3. EFFECTIVE DATE 7/23/2009	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)	
6. ISSUED BY USAID/GHANA REGIONAL OFFICE OF ACQUISITION & ASSISTANCE (RAAO) NO. 24 FOURTH CIRCULAR ROAD P.O. BOX 1630, ACCRA-GHANA	CODE	7. ADMINISTERED BY (IF OTHER THAN ITEM 6) SAME AS BLOCK NO. 6		CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State, and Zip Code) ALL AIDSTAR 1 IQC CONTRACTORS		<input checked="" type="checkbox"/>	9A. AMENDMENT OF SOLICITATION NO. RFTOP NO. 641-09-014	
			9B. DATED (SEE ITEM 11) 7/23/2009	
		<input type="checkbox"/>	10A. MODIFICATION OF CONTRACT/ORDER NO.	
CODE:		FACILITY CODE:	10B. DATED (SEE ITEM 11)	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input checked="" type="checkbox"/> The above numbered, solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended <input checked="" type="checkbox"/> is not extended.				
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods:				
(a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers, FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If Required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO., AS DESCRIBED IN ITEM 14				
<input type="checkbox"/>	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify Authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.			
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43,103 (b).			
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:			
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)			
E. IMPORTANT: Contractor <input type="checkbox"/> is NOT <input checked="" type="checkbox"/> is required to sign this document and return 1 copies to the issuing office.				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)				
THE PURPOSE OF THIS AMENDMENT NO. 01 IS TO PROVIDE RESPONSES TO QUESTIONS UNDER REQUEST FOR TASK ORDER PROPOSAL NO. 641-09-014.				
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.				
15A. NAME AND TITLE OF SIGNER		16A. NAME AND TITLE OF CONTRACTING OFFICER JONATHAN CHAPPELL, CONTRACTING OFFICER		
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED July 24, 2009	

Request for Task Order No. 641-09-014
AIDS Support and Technical Assistance Resources Sector 1 (AIDSTAR 1) Program
Questions and Answers

1. Question: The cover page of the RFTOP lists the title of the project as "HIV/AIDS Service Delivery Support Program." Page 19 lists the title as "HIV/AIDS Prevention for MARP in Ghana." Could USAID please clarify the title of the project?

Response: The title of the project under this RFTOP is "HIV/AIDS Prevention for MARP and PLHIV". The "HIV/AIDS Service Delivery Support Program" is the title of the AIDSTAR I IQC which this project is built upon.

2. Question: The cover page and page 28 of the RFTOP specifies that the estimated period of performance for the task order is four (4) years. Page 29 of the RFTOP (Salary and Wages) states that the level of effort estimate should be provided for a five (5) year period. Could USAID please confirm the period of performance?

Response: The period of performance is four (4) years. Page 29, paragraph (a) should read "A detailed level of effort estimate shall be provided for the four-year period."

3. Question: Page 9 of 33 - objective 1, expected results - 2nd bullet, 35 sub-contractors – does this mean local sub-contractors or all sub-contractors? Additionally, would it be possible to issue fixed obligation grants to local implementing partners vs. subcontracts?

Response: This means all local sub-contractors. USAID does not anticipate utilizing sub-grants or fixed obligation grants under this contract.

4. Question: Page 12 of 33 – The RFP states that funds cannot be used to subsidize the distribution of condom and other health commodities. Does USAID mean that funds cannot be made use for *procurement* of condoms and health commodities? Are we correct that funds can be used for the distribution of donated or purchased and sold at cost condoms and other health commodities?

Response: USAID funds cannot be used to purchase or procure condoms and other health commodities and/or the purchase of condoms that are distributed through peer educators and service outlets. USAID funds can be used to pay for any expenses involving distribution of condoms and other related health commodities.

5. Question: Page 15 of 33 – Geographic coverage – the RFTOP calls for implementation in the first year in the 30 current USG-supported districts for HIV. Furthermore, that after year one, the geographic coverage might expand and if so, it is expected that adjustments will be made without changing the budget. Please explain how a contractor will be expected to possibly expand their scope of work in additional districts without it requiring an increase in the budget? Does that also mean that if there is a reduction in the districts that the budget would remain the same?

Response: USAID/Ghana expects the project to work in all 30 current USG-supported project districts. USAID does not consider it necessary to expand the geographic coverage beyond the 30 districts.

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AIDS Support and Technical Assistance Resources Sector 1 (AIDSTAR 1) Program
Questions and Answers

6. Question: Page 16 of 33 - paragraph d, Beneficiaries – Can a single beneficiary be counted as a different beneficiary if it is appropriate? For example, can a beneficiary that is a CSW (male or female) also be considered a PLHIV or can a CSW (Male) also be counted as a MSM and PLHIV if that is the case?

Response: A single beneficiary can count as a beneficiary for multiple sub-groups as appropriate. However, the tracking and reporting system must clearly indicate how many of the different beneficiaries are double or triple counted in the M&E report, based on their inclusion in multiple high risk groups.

7. Question: Page 16 of 33 - the table on page 16 provides a yearly expected number of beneficiaries for the program; what was the basis for these estimates as they constitute such a huge increase from the current available data?

Response: The first year estimates was made based on the results and coverage of the current USAID supported program—AED/SHARP. The following year estimates were made base on the expected increase in number of MARP that need to be covered in the 30 focus districts. However, these are estimated numbers only. USAID/Ghana is planning to conduct a study on actual MARP population figures. The awardee will have more accurate numbers once the report of the study is release. The figures can be updated accordingly and approved by the COTR.

8. Question: Page 18 of 33 - Monitoring and Evaluation Plan - of the RFTOP underscores that “the contractor must be flexible in adapting its M&E efforts based on the results of the Next Generation Indicators exercise.” Should offerors take into consideration the draft New Generation Indicators (NGI) document when developing M&E indicators for the proposal, or use the existing indicators?

Response: The offerors can use the draft new generation indicator guidance (June, 2009 version) to develop M&E indicators. However, it is also noted that the awardee will be required to update the indicators once it is finalized.

9. Question: Page 18 of 33 – Transition workplan – The RFP calls for a transition workplan. Should the workplan be included as an appendix? Additionally, can USAID please provide guidance to the format and what should be included in it?

Response: The transition workplan shall be included in the Appendix. The offerors can use the same format as instructed for the development of the 4 year workplan, and it can be found in the attachment J-3 of the RFTOP.

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Questions and Answers

10. Question: Page 20 of 33, item c – Quarterly Financial Reports – the RFTOP requires that the Quarterly Financial Report be submitted within seven (7) calendar days – not business days of before the start of the new quarter. How can the report be accurate if it does not include all costs included in the last month of the quarter? This provides no time for the preparation of the report. Will USAID consider revising the due date to 45 days after the end of the quarter? With multiple partners, it may be impossible to get true and accurate costs to USAID in that limited amount of time.

Response: The quarterly financial report shall be submitted to USAID within 21 calendar days after the end of the quarter.

11. Question: Page 21 of 33 – General Instructions require an electronic submission only. Please confirm that no hard-copy submissions will be required.

Response: USAID confirms that no hard-copy submissions will be required.

12. Question: Page 27 of 33 - (Past Performance and Attachments) - The technical proposal requires a past performance section, including past performance references (PPRs). The description of attachments also includes “references of previous and/or current experience in designing, implementing, and evaluating similar programs over the past three years.” Could USAID please confirm that offerors may include detailed past performance information for the prime and sub-contractors in tabular form (using USAID’s format) in an annex.

In addition, the past performance section for the technical proposal specifies that PPRs should be awarded within the past five (5) years, while the description of the attachments specifies the past three (3) years. Could USAID please clarify the desired time period for PPRs?

Response: a) Offerors may include detailed past performance information for the prime and sub-contractors in tabular form (using USAID’s format) in an annex.

b) The PPR should be within 5 years.

13. Question: Page 28 of 33 - AID form 1420s – will 1420s be required of all proposed named staff (key, non-key and local)? Please confirm that CVs, letters of commitment, and references are required only for the key personnel positions.

Response: AID form 1420s will be required of all proposed named Key and Long Term Technical Staff.

Request for Task Order No. 641-09-014
AIDS Support and Technical Assistance Resources Sector 1 (AIDSTAR 1) Program
Questions and Answers

14. Question: Page 28 of 33 - Cost Proposal Instructions - specifies that "The contractor shall provide two budgets, one detailing all the proposed salaries, other direct costs, and fixed fee; and another, detailing the total cost per intervention areas or expected results identified in the technical proposal." We respectfully request the removal of the requirement to provide a budget by intervention area or expected results. If this request is not granted, please provide USAID's expectation of how the required task order activities correlate to the CLINs.

Response: *The contractor shall provide two budgets, one detailing all the proposed salaries, other direct costs, and fixed fee and a summary budget detailing the total cost per intervention areas identified in the technical proposal as shown below:*

01 Improve MARP & PLHIV's	\$ _____
02 Increase utilization of C&T/STI services	\$ _____
03 Strengthen Human and Institutional Capacity	\$ _____
04 Fixed Fee	\$ _____
TOTAL ESTIMATED COST PLUS FIXED FEE	\$ _____

15. Question: Would it be possible for USAID to make available SHARP project's mid-term and annual reports?

Response: *There is no mid-term evaluation report and the end of project report is not available yet. However, SHARP will constantly upload on their website any available document. The offerors are encouraged to check SHARP website regularly for any updated information (www.aedsharp.org).*

16. Question: On page 12, the RFTOP mentions that "A USAID grantee will have prime responsibility for lubricant importation and distribution." Can you please clarify who the grantee is that will have this responsibility?

Response: *Exp Momentum. The contact person can be found in the attachment J-5 of the RFTOP.*

17. Question: How does USAID anticipate this project working with the USAID Ghana Behavior Change Support Project (BCSP)? Does the Ghana BCSP address any MARP related BCC activities?

Response: *USAID HIV/AIDS Program anticipates some BCC activities will be integrated with the BCSP, and good collaboration will be required to ensure harmony and efficiency in BCC for MARP. The BCSP is expected to receive some funding to address MCH/RH/HIV/AIDS issues (including MARP) once the Partnership Framework Strategy is signed. Decisions on which partner will take the lead in any particular BCC activity will be made during development and approval of annual workplans.*

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18. Question: Should applicants use the 2009 PEPFAR indicators that are currently mentioned in the RFTOP or should we use 2010 PEPFAR indicators?

Response: *Please see the response to question No. 8. Offerors should use combined indicators in the RFTOP and the draft PEPFAR new generation indicators (June 2009 version) as appropriate.*

19. Question: Is the RFTOP statement of work targeting PLHIV who are MARP only or PLHIV in the general population as well?

Response: *This RFTOP is targeting PLHIV who are MARP and PLHIV who are non-MARP.*

20. Question: Can USAID please clarify what they mean by output versus outcome indicators?

Response: *Outcome indicator means: Effect of program activities on target audiences or populations, such as change in knowledge, beliefs, skills, behaviors, access to services, and environmental conditions.*

Output indicator means: Result of program activities. They relate to the direct products or deliverables of program activities, such as number of counseling sessions completed, number of people reached, and number of materials distributed.

21. Question: Does USAID expect the awardee to contract with a local or international group for distribution of bednets?

Response: *No. The awardee will be expected to collaborate with other implementing partners, including USAID-funded PMI partners who are responsible for procuring bednets. USAID has recently awarded a project to URC to implement most aspects of the PMI malaria program. The contact person is Frank Aguima Tankoano; email: atankoano@urc-ghana.com; Tel: +233 240 148-432.*

22. Question: On page 16 in the paragraph on health system strengthening/capacity building there is mention of "promote long term sustainability of the development activities." Are these development activities MARP activities or all development activities in general?

Response: *This refers to development activities related to MARP programming.*

23. Question: In the past performance section USAID is requesting that we provide a list of 5 contracts/subcontracts awarded within the last 5 years. In the attachments USAID is requesting that we provide references of previous/current experience in designing, implementing, and evaluating similar programs over the past 3 years. Can you please clarify the differences between these two requests? Can the same contracts be listed in both sections?

Response: *See No. 12 above.*

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AIDS Support and Technical Assistance Resources Sector 1 (AIDSTAR 1) Program
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24. Question: Can USAID please provide the anticipated start and end dates of the project?

Response: This is a four year project the exact start and end dates of the Task Order will be provided upon award of the Task Order.

25. Question: On page 25 of the RFTOP there is a request for a short-term technical assistance plan. Can USAID please clarify what type of information needs to be included in this plan and if this plan can be included in an annex?

Response: The offeror is required to provide a plan on how they intend to field their short-term technical assistance. The plan can be added as an annex.

26. Question: Please clarify if a performance monitoring plan can be included in an annex.

Response: Yes.

27. Question: On page 22, USAID requests that page numbers be included on all pages. Does this include the cover page, table of contents, dividers, attachments, etc.?

Response: The page number is required for all pages, except cover page, table of content, dividers and attachments.

28. Question: Are matrices, tables, and figures to be included in the narrative and against the page limit or can we include them as appendices if needed?

Response: All matrices, table and figures can be included in the annex. However, in the narrative there should be clear instruction for reviewers to find these documents in the annex.

29. Question: Page 22, paragraph B.1) states that the proposals should have tabs to distinguish each section. Can USAID please clarify what it means by tabs and sections?

Response: The tabs (dividers) should be used to separate the sections in the proposal.

30. Question: Page 27, under Attachments, requests an Organogram. Please confirm that this is referring to an organogram of the project staffing plan.

Response: Yes

Request for Task Order No. 641-09-014
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31. Question: May the statement under illustrative approaches and activities, "In collaboration with other implementing partners, establish and improve the linkage between MARP-friendly C&T/STI services and other relevant health services such as PMTCT, OI and ART treatment, and family planning." also be interpreted to integrate such services into the project?

Response: Yes. The offerors should take into consideration the most effective and efficient approaches that are realistic and applicable to the situation.

32. Question: The previous project SHARP worked with young adults. Does USAID envision this new project also addressing youth from 8-14 years of age?

Response: No

33. Question: The previous project worked with MSM in a social context. Does USAID also envision that this new project will work with the population of MSM who are also CSW?

Response: Yes.