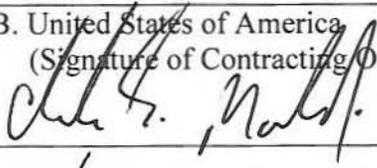


**IQC TITLE: TECHNICAL ASSISTANCE AND SUPPORT CONTRACT (TASC) III
AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT**

ACTIVITY TITLE: ZAMBIA BEHAVIORAL AND SOCIAL CHANGE COMMUNICATION PROGRAM

1	Amendment Number	A03
2	Effective Date	December 28, 2009
3	RFTOP Number	611-2010-01
4	Issuing Office	USAID/Zambia
5	<p>Description of amendment: The purpose of this amendment is to provide responses to the questions received under the subject RFTOP but not answered in amendment #02.</p> <p>Accordingly, the RFTOP is amended as follows:</p> <p><u>I. Technical Proposal:</u></p> <p>Question #1: The RFTOP cover letter states that the cost and technical proposals must be submitted both electronically and in hard copy by Thursday, January 14, 2010 at 5:00 PM Zambia time. However, over the holiday season, some local staffing candidates and prospective partners will not be easily accessible. Would the Mission therefore be willing to extend this deadline by two weeks?</p> <p>At a minimum, if January 14 is a critical date, would the Mission agree that it is acceptable that the proposal be delivered electronically by January 14 and that the hard-copy submission could then follow after this date?</p> <p>Answer #1: Offerors must submit the electronic versions of the final cost and technical proposals and annexes by January 14 and may submit the original hard copy of both the technical and cost proposal by January 21, 2010.</p> <p align="center">[See continuation on next page]</p>	
6A	Name and title of Signer: _____ _____	7A. Name and Title of Contracting Officer Charles Mosby Contracting Officer
6B	Contractor/Offeror: (Signature of authorized person) _____	7B. United States of America (Signature of Contracting Officer)  _____
6C	Date Signed _____	7C. Date signed 12/29/2009 _____

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Question#2: The RFTOP does not specify a number of copies (for cost and technical proposals) for the hard-copy submission. Is there a preferred number of copies?

Answer#2: See Amendment A02, Answer #8.

Question#3: The RFTOP gives different end dates for the proposed project's Period of Performance. Section C.1. (page 3) says that the project will end on September 30, 2014, while Section C.4.5.1. (page 23) says that the project will end on April 30, 2015. The former date suggests that the project would run less than five years, while the latter date suggests a full five-year project. Can you please clarify the proposed project's start and end dates?

Answer#3: See Amendment A02, Answer #1.

Question#4: Could the Mission provide additional background documentation? For example, could the Mission provide information such as the current project's mid-term evaluation and endline results; the Mission's Performance Monitoring Plan, to ensure that ours is consistent; and the Mission's current health and BCC strategies?

Answer#4: Available background information is attached to this amendment.

Question#5: Section C.4.1. of the RFTOP (page 14) states that the project will operate primarily at the national level with an office based in Lusaka. In addition to the national office, would the Mission be open to project offices at the provincial level?

Answer#5: Offerors should propose structures they deem most able to achieve the results embodied in the RFTOP.

Question#6: Regarding Section C.4.2.1. of the RFTOP (starting on page 14): If the health communication strategy includes community groups – for example, volunteers or FBOs – does the RFTOP statement “support implementation” include activities such as funding FBOs, CBOs, or volunteer programs?

Answer#6: Offerors should propose interventions they deem most able to achieve the results embodied in the RFTOP.

Question#7: Section C.4.2.2. of the RFTOP (page 16) calls for support to the establishment and operation of a health communication resource center (HCRC). Does the Mission intend for the project contractor to continue supporting the organization that is currently serving this function?

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Answer#7: Offerors should propose to support organizations they deem best able to achieve the results of the RFTOP.

Question#8: The RFTOP's Section C.4.4. (page 23) and Section F.5. (page 39) requests a list of deliverables that the project contractor will produce.

In which section of the proposal does the Mission want this list presented?

Answer#8: Offerors must present this list as an annex with reference to the performance management and evaluation plan section.

Question#9: Section C.4.5. of the RFTOP (page 23) lists the "Guiding Principles and Requirements" and references a description in Section J. However, there does not appear to be any reference to the Guiding Principles in Section J. Can you please clarify if there is another RFTOP section relevant to the Guiding Principles?

Answer#9: Aside from section C.4.5 (pages 23 – 26), there is no other section in the RFTOP with descriptions of the guiding principles and requirements.

Question#10: Can you please clarify the Guiding Principles (Section C.4.5., page 23). Specifically, is "Grants Under Contract" (Section C.5., page 26) part of the Guiding Principles? Is "Management, monitoring, and evaluation" (Section C.6., page 27) part of the Guiding Principles?

Answer#10: Neither the "Grants under Contract" nor the "Management, monitoring, and evaluation" is part of the "Guiding Principles and Requirements."

Question#11: The RFTOP references the Performance Management and Evaluation Plan in Section C.6.1. (page 27) and Section L.3.5. (page 58). As instructed by Section L.3.5., we are organizing this section of our proposal to discuss project management as well as project M&E (evaluation). However, can you please confirm that the proposal should include a Performance Monitoring Plan and that this Performance Monitoring Plan can be included as an annex?

Answer#11: Offerors must submit a performance management and evaluation (i.e., not just monitoring) plan, which may be included as an annex.

Question#12: Section L.3.2., page 56 of the RFTOP, specifies the "content" of the technical proposal. Is the Executive Summary part of the 30-page limit of the technical proposal?

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Answer#12: Yes.

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Question #13: Section L.3.3., page 56-57 of the RFTOP, outlines information that should be included in the Executive Summary, and this includes the “level of USAID funding requested.”

We note that USAID, in other solicitations, has sometimes requested that the technical proposal not contain any cost figures. Can you please confirm that these cost figures should be included in the Executive Summary?

Answer#13: The executive summary and further the entire technical proposal should not contain cost figures.

Question#14: Section L.3.8., page 61 of the RFTOP, notes the attachments (annexes) that can be included at the end of the technical proposal – outside of the 30-page limit. Given the extensive amount of information requested for the technical proposal by the RFTOP, please confirm that we can provide other requested information within the annexes, such as the Sustainability Framework (part of Capacity Development and Sustainability), the M&E Performance Monitoring Plan (part of the Evaluation Plan), the Branding Implementation Plan and the Marking Plan, and the environmental commitment, or “green” initiative (part of Organizational Mission, Capacity, and Past Performance).

Answer#14: USAID confirms that such information may be provided as annexes, with references to the appropriate sections in the main technical proposal.

Question#15: Under Section L.4., page 65 of the RFTOP, can you please clarify which communications products need USAID approval?

Answer#15: Communications products are any printed material (other than non-color photocopy material), photographic services or video production services. At this point, there are no specific products identified. However, for further details please refer to www.usaid.gov/branding.

Question#16: Should respondents budget by funding element according to the funding percentages for year one, as detailed in C.1, page 3? Since funding levels for years 2-5 are as yet undetermined, how should respondents allocate funding for the remaining years?

Answer#16: See Amendment A02, Answer #11.

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Question#17: Does the Evidence of Subcontractor's Agreements, Section L.4 (g) on page 65, apply to existing IQC subcontractors, or only to new, previously unapproved subcontractors? Does this requirement apply to local, Zambian subcontractors?

Answer#17: It applies to new subcontractors not approved under the IQC.

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Question#18: Is the antiretroviral treatment required under C.4.5.6 for staff living with HIV/AIDS an allowable expense under this project? Who will continue to provide this treatment to affected staff after the five-year contract ends?

Answer#18: Antiretroviral treatment (ART) is an allowable expense. After the program ends, the contractor may refer staff to services delivered by the Zambian health system, which provides free ART as per national policy.

All other terms and conditions remain the same.

[End of Amendment No.3]