

Request for Proposals for Project Management Services for the AgResults Foot and Mouth Disease Advance Market Commitment Project

Answers to Questions

Q: Section 2.1.1.1 Target product profile - We note that the RFP refers to “FMD vaccines seeking inclusion... **must meet the following TPP** as a critical first step...”

Are you able to provide the current/proposed TPP for the vaccine referred to in this section?

Q: Could the Secretariat please provide additional information on the Target Product Profile (TPP)? What is its relationship with any existing government-defined vaccine standards?

AgResults Response: The TPP is still confidential and not necessary for the purposes of responding to this RFP.

Q: Team composition and structure (pages 18 and 20) - We note that the RFP states (on pg 18 and 20) that both the technical officers (Buyer Relations Lead and FMD Industry Expert) “can be an individual or a subcontractor.” The ‘subcontractor’ term implies the possibility of more than one individual for these functions. We also note from the duties and objectives required of these roles that there is the possibility that delivery could potentially be more effectively achieved through small teams of experts as opposed to single individuals. This may be particularly relevant to prospective project management organisations who already have some in-house capability and who would wish to complement this with additional consultant expertise working on a part time basis. This would therefore be a ‘composite team’ approach to the staffing for some of the three key personnel roles. This could, potentially, offer an equally effective and less costly approach. The specific questions arising from such a consideration are: Would such a ‘composite team’ structure be acceptable to the AgResults Secretariat? If yes, to the above then would it be acceptable to submit a variation (within section 1.3.1. of the proposal) whereby more than three key personnel are proposed for the delivery of the project manager function?

Q: Several specific roles are described i.e. Team leader, Buyer Relations lead, FMD industry expert. Are each of these 3 positions absolutely required as specific individuals or is the critical issue to ensure that the job descriptions are covered by some combination of individuals?

AgResults Response: AgResults requires the Team Leader and Buyer Relations Lead to be proposed as one person for each role. The part-time FMD Industry Expert function could be filled by an individual or a combination of individuals.

Q: Section 2.2.8 Insurance to be taken out by Project Manager - The RFP indicates that any sub-vendor “shall be required to take out and maintain appropriate insurance coverage” with a minimum coverage as specified. It is known that in many countries obtaining these levels of insurance will present a significant challenge and may, in some countries / for some organisations or individuals, prove impossible. Can you confirm whether the “sub-vendor”

referred to in Section 2.2.8 includes any “individuals” or “sub-contractors” referred to in Sections 2.2.4.1 and 2.2.4.2?

AgResults Response: We confirm that sub-vendor refers to sub-contractors. Individuals may be sub-contractors or they may be direct employees of the vendor (Project Manager) but in both cases they will require adequate insurance coverage.

Q: Appendix 4 - Section 1.2(A) Corporate Capabilities - The RFP refers to “... Office locations and existing presence throughout East Africa, particularly in Uganda or the ability to register and operate there...”

Can you clarify whether you are seeking specific physical presence in Uganda for the conduct of this project or would physical presence elsewhere in East Africa be acceptable?

AgResults Response: Given the high probability that Uganda will be a participating country a presence in Uganda is preferred. However, at a minimum the Project Management team’s presence in the region is required for the life of the project.

Q: Appendix 4 – Section 2 Cost Proposal - Value for money is clearly a key evaluation parameter. Could you please advise if there is:

- an indicative budget for the overall project management function?
- an indicative range on the management fee chargeable by the Project Manager?

Q: Is there an anticipated budget amount for this project?

AgResults Response: AgResults estimates the cost for this work to be between \$4 - \$4.75 million USD total for the base + option periods for all project expenses, inclusive of all taxes and fees.

Q: Can you please clarify the distinction between the roles of the Technical Committee and the Judging Panel and whose responsibility it will be to coordinate the formation, ToRs and meetings of these groups (see page 17 paras l and m)

AgResults Response: The Technical Committee will be a 3 to 5-person body that will be convened and formed by the Project Manager Team Leader and must receive the approval of the Steering Committee through the Secretariat. The Technical Committee will be responsible for management of technical Project activities and the delivery of technical input and advisory to all phases and activities during the Project lifecycle. The Technical Committee will provide the Project Management Team with feedback and technical consultation on topics related to Foot and Mouth Disease, vaccine development and other Project-related topics.

The Judging Panel will be a 5-person body that will be primarily responsible for verification activities. Members of the Judging Panel are not likely to be full-time resources, but may be required to allocate time and effort around Competitor application review and registration and quality verification (e.g., reading and evaluating Competitor applications). The Project Manager will propose Judging Panel members for review and approval by the Secretariat and Steering Committee.

The Project Manager will be responsible for identifying the individual members on the Technical Committee and the Judging Panel, finalizing the terms of reference, and arranging the meetings for each group. Please see other sections of the RFP for additional information.

Q: The experience and skill requirements of the Buyer Relations lead are quite wide ranging (page 18, para 2.2.4.1 a and b). Is it essential that this is just one person?

AgResults Response: AgResults requires this position to be filled by one person.

Q: 2.2.4.1. a, page 18, it specifies that the Buyer Relations lead can be an *individual* or a *subcontractor*. Can you please clarify the exact meaning of this?

AgResults Response: This was an error, our apologies. The Buyer Relations lead must be an individual. Please see amended RFP.

Q: Page 15 2.2.1. It is stated that the Buyer Relations lead must be based in East Africa full-time. Is this an absolute requirement, in other words could it be in another sub-Saharan African country with good travel connections to East Africa?

AgResults Response: The Buyer Relations lead must be based in the region for the life of the project.

Q: The RFP states that the project manager will “establish the country vaccine allocations and determine if countries need additional vaccines from the regional pool” (p. 10). It also states that the project manager “will help guide buyers and helps them determine the number of vaccines they are allotted per year as well as the amount of vaccines they can purchase from the regional vaccine pool” (p. 29). Could the Secretariat please provide more information on the nature and purpose of this allocation activity, and how it envisions this being conducted?

AgResults Response: Vaccine manufacturers have indicated that a mature market of five million vaccines is desirable but prefer gradual market growth to allow more time for distribution capacity to grow in pace with volume increases. The allotment of vaccines will enable AgResults to set the volume of vaccines eligible for the Project's cost-share. The Project Manager, through input gained from meetings with government animal and livestock ministries and their procurement offices, will help to determine the allocation of the vaccines.

Q: Is there an expectation that Project coordination will continue to exist after the Project ends? Will there be a regional market clearing mechanism developed?

AgResults Response: AgResults expects the Project Manager to help vaccine buyer establish relationships with manufacturers over the life of the Project and for these relationships to continue after the Project has ended. We do not expect a regional market clearing mechanism to be developed for this project.

Q: Could the Secretariat please provide more information on the nature and purpose of the regional pool?

AgResults Response: Each year, AgResults will allot each country a share of the annual regional purchase target in line with the country's share of the region's cattle population (inclusive of cattle from participating countries), with a minimum of 25 thousand doses per year. In addition to the individual amounts allocated to each country, buyers (public and private sector) may also purchase additional doses through the Regional Pool. The Regional Pool is designed to maintain the regional target volume requested by the manufactures each year while giving buyers the flexibility purchase additional vaccines if desired.

Q: Who will cover the storage costs of vaccines held in the regional pool, and the costs associated with any unsold vaccine stock?

AgResults Response: The Project will not require vaccine storage as the Project will not purchase vaccines at any time. Vaccine transactions will take place between the buyer (public or private sector) and the manufacturer. AgResults will provide the manufacturers with any earned incentive once the individual buyers have paid for the vaccine.

Q: Would it be possible to share the business case theory of change and results framework with Offerors?

AgResults Response: The theory of change has been added to the amended RFP (p.12). The results framework will be developed in the first six months of the Project as per 3.1.3.5. For an indication of typical results tracked by the external evaluator, please see the AgResults website and resources in the website's learning library.

Q: In section 2.3.2.1 Public Launch, the RFP references a "public event to publicize the Project". In section 3.1.1.1. Launch Commencement Activities point 7 refers to a "technical launch of the Project". The following section 3.1.1.2 Develop Prize Framework and Legal Documentation section c.b. refers to the "the launch of stage 1". Are these all the same launch activities? Or are these referring to different periods of time and activities?

AgResults Response: AgResults confirms that the above-referenced mentions of launches in the different sections refer to the same event.

Q: Can you please provide the indicators that the project manager will be required to collect and report data against (section 3.1.3.5.i)? What indicators will the Competitors or Buyers be asked to track and report on?

AgResults Response: Per 3.1.3.5, the indicators will be developed in coordination between the Project Manager and other AgResults stakeholders in the initial six months of the Project. Competitors will be required to collect and report data on the number of vaccines demanded by each buyer for the coming period and the actual number of vaccines purchased by each buyer during the previous period.

Q: Will government-funded or operated vaccine manufacturers be eligible to compete in the competition? Will manufacturers located outside the six target countries be eligible? Will currently-registered vaccines be eligible?

AgResults Response: Any vaccine manufacturer, whether government-funded, regional, and international manufacturers, may compete in the AgResults project if they meet the Project's finalized TPP and meet other basic entry requirements. Current registered vaccines in the region would need to be modified to be able to participate in the Project.

Q: Should the cost proposal be submitted in a separate volume from the technical proposal? Is there a page limit for the cost proposal?

AgResults Response: The cost proposal should be submitted in a separate volume using the provided excel template and should include detailed accounting of costs. There is no page limit for accompanying cost notes, but we encourage offerors to be concise.

Q: Please confirm that 3.1.2.2. Government Engagement, points a and b, are the primary policy objectives for the AgResult project. Please clarify the envisioned roles of private sector purchases and government purchases.

AgResults Response: AgResults confirms that 3.1.2.2 describes the primary policy objectives of the project.

The Project Manager will work with the different governments and different ministries to increase awareness of the improved vaccine(s) and the volume of vaccines purchased annually, as well as help them plan and place orders for vaccines on a quarterly/semi-annual basis. Additionally, most East African governments have labelled FMD vaccines as a public good and therefore control purchasing and administering of FMD vaccines. Although government purchases will continue throughout the life of the project, the Project Manager will work with regional governments to also allow for private sector purchases of the new vaccines.