Q&A for UNCDF RFP - Digital Finance Framework diagnostics for MSMEs and farmers

The deadline for queries, as stated in the RFP, is 14 days before the submission deadline. However, for purposes of assisting bidders in preparing a responsive offer, we would like to respond to your queries below:

Q. There is mention of three countries (Benin, Togo, Burkina Faso) on the website, but an additional four are mentioned on the RFP document (Mali, Zimbabwe, Malawi, Ethiopia). Can we submit already for seven countries?

A. The intention with the RFP is to generate proposals for all 7 countries. You should therefore submit proposals for all seven countries, or for all countries that you are interested to bid on. Services for all countries should be concluded by the end of 2024, but the three countries stated (Benin, Togo, Burkina Faso) are meant to be prioritized, i.e. to be initiated in 2023. Please refer to line 23 of the table in Section 3 of the RFP where this is explained. You can also refer to Section 5 B, - Duration of the work.

Q. Are you open to using to the methodology of financial diaries for this qualitative research?

A. Given the scope of work in the RFP, the intended research would be unlikely to accommodate extensive, and particularly repetitive data collection over time. However, based on the scope of work in the RFP, you are welcome to submit a proposed methodology that you deem suitable. The final decision on whether the methodology will be acceptable shall rest upon the panel created to evaluate the offers we will receive. As such, we cannot provide a “yes” or a “no” at this stage. The bidders are therefore encouraged to provide their solid justification on why their proposed methodology would be most suitable to the requirements of the TOR, to aid the process of assessing and evaluating offers.

Q. You mention that we need to submit separate budgets for each country. However, if you get the assignment for multiple countries, it will mean you can spread your overhead cost on methodology development across the countries. Will you take this into account when assessing the financial proposals?

A. Please refer to line 2 of the table in Section 3 of the RFP for guidance on financial proposals. As multiple service providers may be appointed to conduct research for the respective countries, please ensure that financial proposals are constructed based on individual country research activities. However, we understand that overhead cost can be spread and perhaps even be reduced based on economies of scale, i.e., award for multiple countries. As such, and in addition to the submission of cost per country, the offerors are therefore allowed to submit a modified price proposal if they are awarded more than one country to work on. That is, the bidders can propose a reduced price when bidders are awarded work for 2 countries, for 3 countries, for 4 countries, and so on. The evaluation panel shall consider such reduced-price quotation based the outcome of the technical evaluation.