

Q 1. One organization can apply for more than 1 district?

Ans: Yes, the organization may apply for more than one district, where it has strong footprints and successfully completed projects.

Q 2. Please guide us about budget ceiling.

Ans: Budget will be ranging between Rs 3 million to Rs 4 million depending upon the unit cost of the proposed interventions.

Q 3. Can we include the budget of training Events, Stakeholder workshops & Exposure visit in our budget or will it be included by PPAF budget.

Ans: Yes, the organization will add budget of training events, stakeholder workshops and exposure visits etc.

Q 4. Please guide us about the limitation of Project management cost with percentage of total cost, and the limit value for the Proposed activities of the pilot project around any innovative idea that we can submit our financial proposal by covering how much population and targeting how many beneficiaries geographically.

Ans: There will be 85% cost allocated for programme cost and 15% for operational cost. The total project cost will vary between Rs 3 million to Rs 4 million depending upon the current market unit cost of the proposed interventions. For any innovative project around SDGs the organization may claim value limit around Rs 2 million to Rs 2.5 Million depending upon nature of the pilot project and its proposed relevant activities.

Q 5. Technical proposal duration, methodologies, rationale, objectives and outputs. PPAF required 50 pages technical proposal. kindly guide us for further process.

Ans: objective of the project followed by rationale and key outputs/interventions are clearly mentioned in RFP section 9 the scope of work. Whereas, the project timeline is one year clearly prescribed in scope of work. The maximum page limit is 50 pages however there is no limit for minimum pages of technical proposal.

Q 6. Duration of this project?

Ans: It is a one-year project; please see section 9 subsection 5 of scope of work.

Q 7. Approved procurement that we can utilize for our activities?

Ans: The organization may follow its own current procurement processes. However, PPAF procurement guidelines will be shared once qualified for the grant agreement.

Q 8. How much budget can we propose for the duration?

Ans: The organization may mention the current market rate for each intervention and sub-intervention based on their past experience. However, for proposed project they may mention the budget between Rs 3 million to Rs 4 Million tentatively.

Q 9. HR cost can be included in this project?

Ans: Yes, it is 15% of the total project/programme cost.

Q 10. Does the Scope of work refer to the organization submitting a proposal or does it refer to the community organizations in the districts? Because if it refers to the COs in the

Ans: It refers to the organization to submit the proposal and not community institutions

Q 11. In reference to the Form no. 2 Declaration of undertaking for compliance, the "Environment and Social Management Framework" is not attached for reading.

Ans: The ESMF policy may be seen at the link [http://www.pfaf.org.pk/doc/ESM-TPVs/PPAF%20Environment%20&%20Social%20Management%20Framework%20\(5th%20Ed\).pdf](http://www.pfaf.org.pk/doc/ESM-TPVs/PPAF%20Environment%20&%20Social%20Management%20Framework%20(5th%20Ed).pdf)

Q 12. Page 6, para 4, it states "The cover letter must include the following information", then 3 points are illustrated. Is this cover letter separate from the one mentioned in Attachment A?

Ans: It is the same cover letter.

Q 13. Page 8, heading Financial Proposal: it states to explain comprehensively the cost notes, but there is no place in respective Attachment B to detail cost notes, so where to explain it?

Ans: You may add additional columns and or separate excel sheet, where deem important.

Q 14. Page 9, heading Workplan: It states to include "main Activities, its content, duration, phasing and interrelations, milestone and its delivery date. It further says that final documents, including periodic reports, data and tables should be included."

Can you please provide a workplan format in which all above things can be included? moreover the delivery date will be tentative.

Ans: There is no specific format provided in the RFP, however, the above guidelines are provided to develop the workplan by the organization themselves (activities of the assignment, their content and duration, phasing and interrelations, milestones with delivery dates)

Q 15. Page 9, heading Organization and Staffing: it states "CVs should be annexed to the proposal using the CV template (Form 3)". Can you guide on which page Form 3 is available. RFA end on page 21 and unfortunately Form 3 is not available.

Ans: For CV, you may cover the following minimum areas.

- 1) Name, Edu/qualification, CNIC, contact detail, email ID.
- 2) Professional experience showcasing major projects/programme and tasks assigned/ToRs.
- 3) Training attended and delivered.
- 4) Professional Association/networking

Q 16. Page 17, it states "Number of output and activities identified in Annex - 1". Can you guide on which page Annex -1 is available? RFA end on page 21 and unfortunately Annex -1 is also not available in RFA.

Ans: Please see section 9 Scope of Work sub section 4 Proposed activities.

Q 17. Budget template includes headings Operation and Project cost; should we include the staff salaries, their travel and communication cost in Operational cost portion?

Ans: Yes, you may add the salaries, communication, POL/Travel/Utilities under operational cost.

Q 18. Page 17, What is meant by "Non Competitive cost estimates?"

Ans: It means to follow current market rates for unit cost of each intervention, keeping in view the inflation factor, to avoid single sourcing and promoting local vendors.

Q 19. Can an organization apply for multiple districts ?

Ans: Yes, if it has strong footprints in that proposed district

Q 20. As part of the external strategic initiative, can organization includes high development impact computer certified courses which allow youth a decent employment opportunities?

Ans: Yes, it will be a plus to the proposed project.

Q21. Page 20, Past performance sheet, do we need to fill separate sheet for each project and for how many years past performance will be adequate to illustrate?

Ans: The maximum you cover would be helpful for you but at least 2 to 3 years similar/relevant projects would be more than enough.