

RESPONSE TO BID CLARIFICATION QUESTIONS:

Sudan Innovation Studio for Resilience – Request for Proposals

No.	Question	Responses
1.	Could you please provide more guidance on budget available for the Implementing Partner?	We do not share budget details for competitive bids such as this but rather ask bidders to propose an appropriate budget based on their understanding of the project as defined in the TOR. This budget will then be discussed with the preferred bidder(s) at the negotiation stage, if necessary
2.	What is the requirement of number of local staff and remote staff for the implementing partner?	We do not have a set requirement for this but rather ask bidders to propose what they consider is an appropriate team based on their understanding of the project and taking into account expectations around Sudan expertise as defined in the TOR.
3.	What can the TA grant support (average £170,000 per project) be used for? Specifically, can it be utilized for the time/resources of the implementing partner, or 3 rd parties required for the project, or the innovation itself, or all 3 of these?	The TA grant support budget is designed to directly support the selected innovations. This could be in the form of a direct grant to the innovation partner and/or as TA, depending on what the innovation needs. In the case of TA, this could be provided by the Implementing Partner if they have the right expertise or, if not, a suitable third party will be contracted by FSD Africa to provide this expertise with the Implementing Partner providing guidance on who this 3 rd party could be. Decisions on what TA is provided by the Implementing Partner vs a 3 rd party will be made at the point of selecting the ISR innovations and an appropriate budget will be agreed and contracted at this time. As such, costs relating to this TA should not be included in the bid budget. Rather, the bid budget should include costs required to undertake all other tasks expected of the Implementing Partner as defined in the TOR.
4.	Can you provide more detailed information on the specific roles and responsibilities of FSD Africa, BOS, and the Implementing Partner within the Core Team, particularly regarding decision-making processes, or is this to be clarified during inception stage of the project?	The roles and responsibilities will be clarified during the inception stage. That said, the expectation is that the Implementing partner, as ISR's technical expert, will take a lead on implementing the project with the support of FSD Africa and BOS as defined in the TOR, with FSD Africa leading on operational/admin aspects such as procurement and contracting, payments and risk management. Specifically, the Implementing Partner will lead on pipeline development, review and selection of innovation pilots, design/preparation of project innovation templates and proposals, ongoing partner engagements, market intelligence functions and consolidating pilot partner progress reports in consultation with the FSD Africa team. On decision making, if there are material differences of opinion

		between the Implementing Partner and other members of the Core Team, they will be brought to the attention of FSD Africa's Governance Committee representative who will have the final say in consultation with BOS
5.	Could you elaborate any further on the governance and management structure, including the composition and meeting frequency of the Governance Committee and Core Team? Will communication and coordination be managed by FSD Africa, BOS or the Implementing Partner? The composition and meeting cadence of the Governance Committee and Core Team will be agreed during project inception	The Core Team will primarily comprise the Implementing Partner and the FSD Africa project manager and assistant. It will draw on additional operational resources from FSD Africa, as well as resources and insights from BOS. The Core Team will be engaged in the day-to-day management of the project with weekly review sessions or more frequently as the project needs demand. The Governance Committee will constitute representatives from FSD Africa, BOS and 2-3 other institutions that we are yet to firm up. This is likely to meet monthly or more regularly as the project needs demand. It will mainly review and make decisions on proposals presented by the Core Team on which innovation pilots to support, review monthly progress reports and discuss any changes in approach or significant changes to the overall project as presented by the Core Team. A lot of the coordination and communication will be done by the Implementing Partner in collaboration with FSD Africa project team.
6.	What level of involvement is expected from the Implementing Partner for the Enhanced Due Diligence, and should we assume the budget for additional/external suppliers is covered by FSD Africa or BOS? If not, can you provide guidance on what budget should be allocated by the Implementing Partner for this?	All 3 rd party service provider costs, including for Enhanced Due Diligence, will be covered separately by FSD Africa. The Implementing Partner is not expected to provide for these costs in their bids. FSD Africa will lead on EDD, with the Implementing Partner assisting in identifying potential suppliers and reviewing deliverables etc.
7.	How will FSD Africa support the Implementing Partner in risk management, procurement, contracting, and payments? Are there predefined processes or protocols?	FSD Africa will lead on all procurement and contracting, payments and risk management, with the Implementing Partner providing inputs as deemed appropriate, such as in reviewing contracts and providing updates for the risk management framework. These operational processes are underpinned by existing FSD Africa policies and processes. The exception is the innovation project template which, as indicated in the TOR, is expected to be designed by the Implementing Partner with guidance and sign-off from FSD Africa
8.	What are the specific monitoring and evaluation requirements and expectations? Will there be predefined templates or systems provided by FSD Africa	These will be defined in consultation with FSD Africa's Development Impact team at the inception stage, building on FSD Africa's existing monitoring and results measurement process for which there are defined templates and systems. An expectation is that the Implementing Partner will lead on monthly reporting to the Governance Committee, drawing from regular updates and reports from innovation pilot partners and with the support of FSD Africa and potentially other partners such as SIMAP. The Implementing Partner will

		also lead on quarterly reporting onto FSD Africa's online reporting platform – necessary training on this will be provided by FSD Africa.
9.	Is it possible to include a flexible or drawdown budget element to be defined post-inception, based on clearer governance and management structures, responsibilities, and accountability	This will be a service provider contract with payments made against agreed deliverables. The payment structure will be agreed at the contracting stage, but we are open to exploring how best to structure it in a way that makes sense given the further clarity that will be achieved post-inception.
10.	How should costs or human resources/time be allocated between the Implementing Partner and FSD Africa for shared responsibilities like monitoring, contracting, and project implementation? Are there guidelines for this cost-sharing?	As indicated in earlier responses on who will be leading on what, the Implementing Partner should propose a budget that best aligns with what they are expected to lead on (i.e. pipeline, pilot selection, innovation proposal preparation, ongoing partner engagements, market intelligence functions, progress reporting) as well as what they are expected to provide input on, but that FSD Africa will lead. Bidders are encouraged to provide their assumptions in arriving at the budget so that we can engage them during proposal review and negotiations with the preferred bidder(s).
11	Are there provisions for including contingency funds in the budget to manage unforeseen risks or changes in the project context?	Given the uncertain nature of the project, the Implementing Partner is welcome to propose different scenarios and if they can justify a contingency, then they are free to include it as a separate item in their proposed budget, with an explanation provided on when/how they anticipate this contingency will be drawn down.
12.	What are the reporting and documentation requirements, and their frequency? Are there specific formats or systems that should be used, and should these be accounted for in the budget?	While FSD Africa has some reporting templates, these will be adapted/developed to make them fit for purpose for the ISR as indicated above. There will be monthly reporting to the Governance Committee which will cover project progress reports (based on pilot partner reports and interactions with partners). The Implementing Partner should therefore factor in time to review the formats as well as compiling the reports for the Governance Committee. The Implementing Partner will also make quarterly reports into FSD Africa's online reporting platform for which a standard template exists.