



# USAID | SOUTHERN AFRICA

## Regional Acquisition and Assistance Office

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**July 8, 2010**

### All interested applicants

**Subject: Amendment No. 1-RFA 674-10-00040  
Prevention of Mother to Child Transmission (PMTCT) Program  
in the Kingdom of Swaziland**

This amendment No. 1 to the subject RFA is hereby issued to: 1) provide USAID's response to questions received from interested applicants; 2) provided list of interested applicants; and 3) amend noted sections of the RFA.

All other terms and conditions of the original RFA remain unchanged.

Thank you for your consideration of this USAID initiative. We look forward to your participation in the competitive process.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Martin Fischer', written over a horizontal line.

Martin Fischer  
Regional Agreement Officer

**I. Questions and Answers****Question 1.**

There are five objectives listed on p.8 of the RFA and four goals listed on p. 9-10. Are the objectives meant to align with the goals? If so,

- a. A goal is not listed which corresponds to objective 5: Enhanced leadership around PMTCT from the GKOS, SRHU and MOH.
- b. Objective 2 references integrated PMTCT services at health facilities while Goal 2 refers to integrated client centered HIV/AIDS care and treatment services. Please clarify.

**Answer 1.**

- a. Objective 5 is hereby deleted. Please see Section III of the amendment.
- b. Applicants should propose their own interpretation of integration within these contexts.

**Question 2.**

On page 8, the RFA lists five objectives that the program seeks to accomplish. Beginning on page 9, under *Statement of Goals*, the RFA elaborates upon the first four of these objectives with slight discrepancies in the titles of each objective. Could USAID please:

- a. Confirm which titles should be used in describing these four objectives.
- b. Elaborate upon the fifth objective listed on Page 8 "Enhanced leadership around PMTCT from the GKOS, SRHU and MOH."
- c. Clarify whether using the term "objective" or "goal" is preferred.

**Answer 2.**

Please see Section III of this amendment.

**Question 3.**

On page 9, the RFA states that this program "intends to build and capitalize on the accomplishments, experience, and on lessons learned from phase one of the PMTCT program (2004-2009)." Please provide source material or references where applicants may obtain information about the accomplishments, experiences, and lessons learned from phase one of the PMTCT program (2004-2009).

**Answer 3.**

Applicants are expected to work with the appropriate offices of the Government of the Kingdom of Swaziland or widely available documentation found on the internet if they would like specific pieces of information. Applicants may also refer to the Country Operational Plan (COP) 09 for Swaziland at <http://www.pepfar.gov/documents/organization/140419.pdf>.

**Question 4.**

On page 20, the RFA states that the “number of pages in [the technical application body] will be twenty (30).” On page 19 the RFA states that the “page limitation for the technical application is 30 pages.” Please confirm that the page limitation for the technical application body is 30 pages.

- a. Page 20, under Technical Application body, the maximum number of pages in the section will be “twenty (30)” – can you please clarify which is correct?
- b. Application requests that hard copies be mailed if the application is submitted electronically. What date should the hard copies be postmarked and/or received by?

**Answer 4.**

- a. As stated in the Technical Application Format section, the overall page limitation for the technical application is 30 pages excluding the annex and items such as the cover page, dividers and the table of contents. Applicants may use their own discretion to fulfill this requirement taking into consideration that the abstract shall be a two-page summary and the maximum number of pages of the Technical application body is 30 pages. Please see Section III of this Amendment correcting the typographical error.
- b. Please see Section III of this Amendment for further clarification.

**Question 5.**

On page 24, under *Past Performance*, the RFA states that “The Applicant shall identify its three (3) most recent **and** fully completed contracts or agreements that involve some of the activities described in Section IV.4.A.3.d above and which value exceeds \$5 million.” Please clarify whether Applicants may identify contracts or agreements that are still being implemented and/or are not fully completed.

**Answer 5.**

As stated in the RFA, the three contracts or agreements identified for past performance evaluation purposes shall be most recent and fully completed. At the applicant’s own discretion, additional contracts or agreements being implemented may be submitted but are not required.

**Question 6.**

Page 26, Seminars and Conferences – does the guidance refer to seminars and conferences we plan to attend or those we plan to host?

**Answer 6.**

This section refers to any seminars and conferences either attended or hosted which will be directly charged under the award.

**Question 7.**

On page 28, the RFA states that the "preferred delivery method is electronically via email [...] compatible with MS WORD, and Excel environment." Please confirm that PDF files will also be accepted electronically via email.

**Answer 7.**

Please see Section III of this Amendment for further clarification.

**Question 8.**

On page 28, the RFA states that if "the application is submitted electronically, the Applicant should also mail an original and two (2) copies of the technical and an original and two (2) copies of cost application." Given delivery considerations for hardcopies, please confirm whether electronic submission is sufficient to meet the deadline, with hardcopies to follow.

**Answer 8.**

Please see Section III of this Amendment.

**Question 9.**

Evaluation Criteria for Technical Soundness mentions "assistance with social welfare reform needed for comprehensive clinical care" (p.29, section 1.v) yet there is no mention of social welfare reform in the technical requirements. Please clarify.

**Answer 9.**

Please see Section III of this Amendment.

**Question 10.**

On page 32, the RFA states that USAID will "solicit additional information from the references provides in Section IV.4.A.a" however, section IV.4.A.a does not exist. Please clarify which section is referenced in this sentence.

**Answer 10.**

Noted. The reference should have been "Section IV.4.A.3.e." Please see Section III of this Amendment.

**Question 11.**

The paragraph on financial reporting on page 36, paragraph D of the RFA appears to conflict with USG financial reporting standards under assistance agreements. USAID financial reporting standards are outlined in 22 CFR 226 section 52. The language in this section specifically states: "USAID requires recipients to use the Standard Form 425 or Standard Form 425a, Federal Financial Report, or such other forms authorized for obtaining financial information as may be approved by OMB." Unless USAID has received approval for more detailed financial reporting from OMB, we believe the language in paragraph D should simply state that financial reports should be submitted in accordance with 22 CFR 226.52.

**Answer 11.**

The financial reporting information contained in the RFA does not materially contradict the information in Form SF-425 and 22 CFR 226.52. The RFA section noted refers to "Award Administration" and is intended to provide general information on all reporting requirements and inform a successful applicant what to expect following selection. The requirement to submit SF-425 will therefore be included in the final award.

**II. List of Interested Applicants**

1. Elizabeth Glaser Pediatric AIDS Foundation  
1140 Connecticut Ave., NW  
Washington, DC 20036  
[mtorres@pedaids.org](mailto:mtorres@pedaids.org)  
p: 202-448-8404  
f: 202-296-9185
  
2. PATH - A catalyst for global health  
Address: PO Box 1985, Parklands 2121, South Africa  
Cell: 27 (0)72-197-7295  
Tel: 27 (0) 11-447-1641 | Fax: 27 (0)11-447-1353  
Web: [www.path.org](http://www.path.org)

**III. Amendment**

The following sections of the RFA are hereby amended as follows:

1. Section I.B, delete "Objective 5.Enhanced leadership around PMTCT from the GKOS, SRHU and MOH" in its entirety.
2. Section I.C.2, delete the title "Statement of Goals" and the first paragraph in their entirety and replace with the following:

"2. Illustrative Activities per Objective

The activities conducted under this program are intended to achieve the following expected results by the end of the program. The objectives and relative illustrative activities are specified below."

3. Section IV.4.A. Technical Application Format, second paragraph, delete "12 characters per inch" in its entirety and replace with "12 point font."
4. Section IV.4.A.3. Technical Application Body, second paragraph, delete the first sentence in its entirety and replace with the following in lieu thereof:

"The maximum number of pages in this section will be thirty (30)."

5. Section IV.7 General Instructions (Page 28) , delete the second paragraph in its entirety and replace the following in lieu thereof:

"The preferred delivery method is electronically via e-mail to [applications@usaid.gov](mailto:applications@usaid.gov) with up to 10 attachments (5MB limit) per email compatible with Microsoft Office 2003 compatible (MS WORD or Excel) in a MS Windows environment. Multiple emails

may be sent to accommodate the application size and content, but each must contain very clear identification of the attachment and instructions for assembling the application. Applicants may also send an Adobe Acrobat portable document format (.pdf) for electronic submission; however, zipped files attachments are not allowed. The subject line for every such email must include the following: "**PMTCT Program in Swaziland.**" Applicants shall provide 2 (two) hard copies of the original technical application and 2(two) copies of the cost application to the following address, with the goal that these hard copies will be received within one week of the closing date for receipt of application if the application is submitted electronically. Please note that lateness of the applications will be determined by the submission of the electronic submission, not the submission of hard copies."

6. Section V.1.A.b.(page 31) Management and Staffing, delete criterion e. in its entirety and replace with the following:

"e. The extent to which the management and staffing plan demonstrates the use of highly skilled U.S. volunteers including the level of effort, the specific roles that U.S. volunteers can play and any constraints affecting the use of U.S. volunteers [ADS 303; Executive Order 13317 - Volunteers for Prosperity]."

7. Section V.1.A.e (page 32), first paragraph delete reference made to "Section IV.4.A.a. of this RFA" and replace with "Section IV.4.A.3.e of this RFA" in lieu thereof.

All other terms and conditions of the original RFA remain unchanged.

**[END OF AMENDMENT NO. 1 TO RFA 674-10-00040]**