

APPLICATION INSTRUCTION FORMAT
APS No. INDONESIA 10-003/SIAP II

Applications shall be submitted in two separate volumes: (a) technical and (b) cost application. The Applications should be submitted in one original and four (4) copies of the Applicant's Technical Proposal as well as one original and two (2) copies of the Cost Proposal.

The Applicant shall submit the applications both in hard copies and electronically, as follows:

- (a) Electronically – internet e-mail with attachments compatible with MS Word, Excel, Adobe Acrobat in MS Windows environment to **aps10-003@usaid.gov** with copy to Ms. Johanna Gardjito at **jgardjito@usaid.gov**,

and

- (b) Hard Copies -

Mr. Dale Lewis
Office of Procurement
USAID/Indonesia
American Embassy
Jl. Medan Merdeka Selatan 3
Jakarta, Indonesia 10110
Mark: APS Indonesia 10-003

Faxed applications will not be considered.

ELIGIBILITY

- USAID is seeking full applications from registered indigenous (local) Indonesian organizations and/or registered indigenous organizations in partnership with US and non-US non-governmental organizations, non-profit and for-profit organizations willing to forego profit.
- Eligible organizations include, non-governmental organizations, for profit organizations which forego profit or fee, foundations, faith based organizations, community based organizations, private organizations affiliated with public academic institutions and international non-governmental organizations, private companies, professional associations and consortia of the above. Where consortia are proposed, the applications must be clear regarding the relationship of each member, the responsibilities which are assumed by each member and the

relationship of that member which assumes the responsibility for the overall implementation and success of the proposed programs.

- Applications are limited to indigenous (local) Indonesian organizations, as the prime partner. Applications, however, may provide for partnering with experienced U.S. and non-U.S. organizations in a direct partnership or joint venture to provide capacity building of Indonesian Applicants. A specific intent of the partnering must be to build the capacity and accountability of the Indonesian prime Applicant. The nature of any such relationship must be clearly stated and demonstrated in the application. A factor in the evaluation of Applications will be the proven and demonstrated expertise of the non-Indonesia partners in building lasting technical and administrative capacity among Indonesian partners.

PROGRAM DURATION AND DEADLINES

The APS will be open for a period from November 16, 2009 to October 31, 2010. Applications will be considered and awards made in three rounds.

Round 1: Applications due by December 31, 2009
Anticipated announcement of award: March 31, 2010

Round 2: Applications due by May 31, 2010
Anticipated announcement of award: August 31, 2010

Round 3: Applications due by October 31, 2010
Announcement of award: January 31, 2011.

Applications will be considered for program durations of a minimum of one year and not to exceed September 30, 2012. Applications should have an effective starting date for initial program activities to commence at any time after November 30, 2009 and end by September 30, 2012.

USAID reserves the right to incrementally fund activities over the duration of the program, if necessary, depending on program length, performance against approved program indicators and availability of funds.

ANTICIPATED FUNDING AVAILABILITY

USAID will not consider any applications below a minimum amount of **Rp2,700,000,000** or above a maximum amount of **Rp13,500,000,000**.