

**QUESTIONS & ANSWERS**

**Date:** December 16, 2021

**Reference Request for Proposal Number:** RFP CATALYZE-217772-Edu-2021-0243

Dear Offerors,

Please see below answers to the questions submitted to: [catalyze.procurements@thepalladiumgroup.com](mailto:catalyze.procurements@thepalladiumgroup.com)

No	Question	Answer
1	<p>Considering the rapid spread of the OMICRON variant, the unpredictability of travel policies and border closures, and the rapidly changing local contexts in possible countries of interest, what guidance would Catalyze offer regarding the completion of market assessment in countries to be identified? For instance, would it be acceptable to budget for engagement of local consultants in 3 countries to be identified, and then if drastic changes in-country regulations or movement arise during the period of performance of the activity, to consult with the Catalyze team on changes in course of action? In contrast, would the Catalyze team prefer a higher-level global landscaping and country market assessment, with deeper dives in selected countries undertaken, following the completion of the “Market Mapping and Landscape Analysis on Early Childhood Care and Education”?</p>	<p>Given the context of Covid-19, travel is not required or expected as part of this RFP. There is no specific preference in terms of the approach for the global landscape and country-level assessment. All proposals will be evaluated on the strength of their approach. Any necessary adjustments to initial proposals due to Covid-19 restrictions can be made in consultation with Palladium</p>
2	<p>The Request for Proposal delineates Deliverable 3 as a “Market mapping and landscape analysis paper” and defines this as a “A 5–10-page written report (excluding Annexes) in Microsoft Word or Google Docs”. The Request for Proposal defines Deliverable 6 as “Draft Report and Draft Presentation Slides”, in “Microsoft Word and Microsoft PPT Presentation or Google”. Could you further define the similarities and differences between these deliverables? Is Deliverable 6 intended as a separate deliverable from deliverable 3, or is it intended as a more refined and enhanced version of the Market Mapping and Landscape Analysis paper?</p>	<p>Deliverable 3, "Market mapping and landscape analysis paper" will consist of a scoping of key research, information, and insights in the sector, as outlined in the deliverables description. Deliverable 6, "Draft Report and Draft Presentation Slides," will build on Deliverable 3 and will consist of recommendations from the market mapping and landscape analysis, recommendations on a strategic approach in early childcare and education investment, and recommendations for a co-creation process.</p>
3	<p>"Globally in lower- and middle-income USAID presence countries with the aim to select three key countries." USAID has a presence in many countries, to which there are lower and middle-income countries enlisted as well. What can be the parameters on selection criteria for the countries for the market mapping? Is there any specific list of countries that can be picked? What will be the basis of these selections?</p>	<p>Parameters for the country selection criteria are expected to emerge from the analysis and recommendations of the market assessment and have not yet been determined.</p>
4	<p>"Submit a certification signed by the firm’s legal representative"- To this, we would like to ask if we require external auditors' signature on the documents or will interim auditors' approval and signature will suffice?</p>	<p>It does not require any external auditor’s signature, but the signature of the person who is in charge of the firm, ie. Chief Executive Officer, the one who</p>

		is authorized to submit offers on behalf of the company.
5	1.c calls for a Past Experience Information/Capability Statement. Could you clarify your expectations of this section, in terms of what the content should look like? And provide an estimate of the expected page length?	This section should highlight the bidder's direct experience, as well as the proposed staff skillset and capabilities, as it relates to the expectations and deliverables outlined in the RFP. There is no set page limit, but the section is anticipated to be from 1-3 pages.