

QUESTIONS & ANSWERS

Date: 7/10/23

Reference Request for Proposal Number: RFP-CATALYZE-WB-2023-0078

Dear Offerors,

Please see below answers to the questions submitted catalyze.procurements@thepalladiumgroup.com.

No	Question	Answer
1	<p>Executive summary of project reports for commercial smallholder projects with linkages to commercial off-takers (max 3 report submissions, max 2 pages each)</p> <p>Is this true for RFP-Catalyze-WB-2023-0078?</p>	<p>This has been removed from the RFP.</p>
2	<p>Unique Entity Identification (UEI) Number (Company must have a UEI number or obtain one within 5 days of being notified of selection)</p> <p>It is said that the company submits this number together with the proposal, while at the same time, it is said that the company must have the number after being selected (within 5 days). What is the correct option?</p> <p>Is this number obtained from this website: https://sam.gov/content/entity-registration?</p>	<p>If bidders are not registered at the time of proposal submission, they may note that they have or will apply for a UEI number within the time period noted. Further instructions regarding UEI registration can be found here: https://sam.gov/content/entity-registration</p>
3	<p>Contact details for three references (max 1 page)</p> <p>Who is considered a reference we should reference within our proposal?</p>	<p>Person who at the time of the project/activity implementation was in charge of the project/activity, for example a director, a CEO, a Project Manager of the client/partner organization. The important thing is that such person can confirm what the bidder is stating in the proposal, and provide the evaluation of the work that was done.</p>
4	<p>All supporting documentation specified below in the pass/fail evaluation criteria.</p> <p>Can you clarify what is expected here? Is it the documents listed in the "Evaluation and Award Process" section:</p> <p>a) Copy of certificate or articles and memorandum of associate</p> <p>b) Copy of relevant licenses/certificates of activities?</p>	<p>Yes, both the copy of certificate or articles and memorandum of associate and copy of relevant licenses/certificates of activities.</p>

No	Question	Answer
5	<p>Offeror should budget for: Defense Base Act (DBA) insurance in accordance with FAR 52.228-3, as applicable.</p> <p>Is this applicable to Serbian companies?</p>	<p>Yes, this applies to any travel included in the proposal.</p>
6	<p>Requirement: Must be a registered legal entity in any of the six Western Balkan countries for a minimum of one year.</p> <p>Supporting Documentation: Copy of certificate or articles and memorandum of associate.</p> <p>Is the certificate from the Serbian Business Registry sufficient?</p>	<p>Yes, if the company is registered at the SBA.</p>
7	<p>Requirement: Must demonstrate experience in digital financing/fintech solutions</p> <p>Supporting Documentation: Copy of relevant licenses/certificates of activities.</p> <p>If a company has developed digital financing solutions for a number of financial institutions, but does not possess licenses or certificates - how should it approach this requirement? Are the testimonials from clients sufficient?</p>	<p>We will update the language in this section to read as follows: "Supporting Documentation: Copy of relevant licenses/certificates of activities. Or any other documentation/evidence that demonstrates experience in digital financing solutions"</p>
8	<p>Attachment 2- FFATA Form (will be required only for successful offeror, where applicable – included for awareness only) - There are two questions here:</p> <p>a) Can you confirm that this needs to be submitted only if our proposal is accepted?</p> <p>b) Can you elaborate on this: "<i>where applicable – included for awareness only</i>" - to which companies is this applicable?</p>	<p>Yes, we can confirm.</p> <p>For part B, this refers to the fact that only contracts over 30,000 USD need to complete the FFATA form.</p>
9	<p>Palladium Business Partner Code of Conduct and Child Protection Guidelines can be downloaded in full at: http://www.thepalladiumgroup.com/policies or request through email from Catalyze.procurements@thepalladiumgroup.com</p> <p>Does this need to be submitted or not?</p>	<p>No, it does not.</p>

No	Question	Answer
10	Do certifications need to be translated to English?	If certificates are not in English, no need to translate. Our team has staff capable of reading certifications in the regional languages.
11	When are proposals due?	July 17 th is the proposal submission deadline.