



**Ref: MMR201601**

**Questions Submitted for Clarification**

Questions Submitted: 2/8/2016  
*Questions have been edited for clarity.*  
Answers Provided: 2/9/2016

**Q1.** Our company is not a big company, and the registration shows that I am the managing director and the research director as well. If I signed the proposal, do we still need to provide the Power of Attorney?

**A1:** No, if there is other document that clearly demonstrates that the signee has authorization to make decisions on behalf of the company, a separate Power of Authority is not necessary.

**Q2** Financial Capacity of the Consultant: Our firm has to submit the audited financial statements for the last 3 years, supported by audit letters. The audit letter is included in the Financial Statement. Is it acceptable?

**A2:** Yes

**Q3.** 'Women of fertile age (19-45 years old)' and 'child-bearing age women' are 2 types of women or are they different? Is the 'child-bearing age women' in the 19-45 years range? OR is it more correct to call them 'women of reproductive age' with the age range of 15-49 years?

**A3:** We are referring to the same population when we say "women of fertile age 19-45 years old" and "child-bearing women". For now, the proposal should be focused on this target and not 15-49 age group.

**Q4.** Regarding stipulation that the Consultant will recruit and train 20% more field staff than they plan to utilize: we are of the opinion that 20% is too high. Could we recruit only about 10% more?

**A4:** The firms are welcome to submit proposals that recruit 0%, 10% or 20% or any percentage of additional enumerators. However, the 20% was suggested so that the data collection can hire the best performing enumerators and not be restricted to hiring every trained enumerator. The firm's demonstrated willingness to invest in quality will be one of the criteria's by which the firm's proposal will be judged.

**Q5.** Thingyan Break: Field staff of field supervisors and enumerators will have to come back to Yangon for a long holiday as they cannot work as the country is in festive mood. The cost per person for a round trip from the field could approximately cost US\$ 30 per person. Can the consulting firm include it in the proposal?

**A5:** The firms are welcome to submit proposals that include this cost if they feel is a cost related to the scope of work outlined. However, every cost included in the proposal will be evaluated for relevancy and reasonableness. Please remember that the proposal will be evaluated on quality and value.

**Q6.** Regarding proposal submission date: In the IPA announcement of 29 January 2016 'Tender documents are due to be submitted by February 17, 2016 18:00 (Yangon time). But in the 'Proposal Data Sheet' of Section 2 (page 21) ITC 4.4 it is stated that 'Technical and Financial Proposals must be submitted no later than 18:00 (Yangon time) on February 19th ,2016. Kindly let us know which is the correct one.

**A6:** The proposals are due by February 19<sup>th</sup>, 2016 at 18:00.

**Q7.** From the TOR, the total number of women respondents is 4,700 (including MUAC) measurement, and the total number of children under 5 years of age to be investigated (height and weight measurement) is 4,400, and the total number of children under 2 years of age to be investigated (height and weight measurement) is 2,000. Kindly confirm.

**A7:** The numbers of each respondent groups are subject to change depending on the outcome of the census data collection. The firm should prepare a budget based on these estimates but the price negotiated will be based on final sample size which will be calculated from the census data collection.