



Question and Answers - 1

RFP-621-09-006

(Answers are in blue fonts)

1. Could USAID provide information on the 3 sites at which the language labs will be installed?
2. I had come across a solicitation (SOLICITATION RFP-621-09-006) for (3) Language labs at Teacher Training Colleges in Tanzania. If possible I would like to get more information on the specifics of what your needs are.

Answer to above questions: Please see the answers to questions posted below for any information that is not found in the RFP. As a point of clarification, this RFP is a performance-based contract. Proposals should provide full justification for their proposed lab types (technology, materials, etc.) The justification should be based on the key aspects of this RFP, “semi-rural, resource-limited environments.” Please reference “I. Purpose” in Section D of the RFP for an outline of the goal/end product for this RFP.

3. It would be helpful if I had an approximate dollar amount that USAID was looking to spend, or has set aside, on this project or has spent on similar projects previously.

The budgeted amount for this RFP is \$300,000 USD. This amount includes the complete ELLPs delivered and installed with a one year warranty. It also includes the other two aspects of the RFP, the trainings and the evaluation survey, as detailed in the RFP.

4. Floor plans or other information on dimensions of renovated spaces.
5. What are the dimensions of the rooms? Please supply diagrams, if possible.

Answer to above questions:

Butimba (Mwanza) – 7.65m x 6.25m

Morogoro – 12.20m x 6.70m

Mtwara – 7.5m x 9m

There are no diagrams available, but each room is square or rectangle shaped.

6. Electricity supply, including backup generators.
7. Where are the power points located within the rooms?
8. How reliable is the power supply at each site?

Answer to above questions:

Tanzania uses 220/250v 50 hertz power. Offerors should address this in their proposals.

The power points are located along the walls of each room. The number of power points is expected to be no less than 6 per room. Across Tanzania a reliable power supply is scarce. Black-outs and brown-outs occur frequently, and for indefinite periods of minutes or days. Additionally, voltage at each power point can fluctuate wildly. It is suggested that each Offeror include uninterrupted power supply (UPS) or other power regulation methods in their proposal.

9. Existing lighting type.

The classrooms will have florescent tube lighting.

10. Environmental considerations, such as temperature—will climate control systems be necessary? Preferred vendor/type of equipment?

It is humid at all sites, and hot. Climate control systems will depend on the kind of equipment proposed to be installed. Offerors should keep in mind the ‘resource limited and semi-rural’ conditions to which the proposal should conform.

11. Physical security parameters of site. What sort of locks, alarms are needed if at all?

The MOEVT will provide bars for windows and iron gates for doorways. No other security is necessary.

12. Will teachers be encouraged to author their own material or will they be expected to use supplied/taught teaching methods?

It is expected that teachers will use a mixture of the two. Please reference “IV. Scope” in Section D of the RFP under the heading “Trainings for Instructors and Technicians.”

13. Preferred computer type? PC vs. Apple i.e. what type of hardware support exists for both types in Tanzania to service over the long-term?

14. Preferred data storage format per workstation? DVR? CD-R? Flash drive?

15. Minimum multi-media requirements—video capture needed?

16. Will the classrooms need scanners to capture printed text and graphics for classroom presentation?

17. Will the classrooms need printers? If so, preferred vendor and type? --will determine ongoing cost and availability of toner, ink, etc.

18. Should there be networking capability outside of an individual classroom, or example between the three classrooms? If so, what is connection type? If to be networked, what is best guess as to future size of network i.e. number of classrooms and students per classroom, beyond the initial three classrooms?

Answer to above questions: All Teachers Training Colleges use PC format. Beyond that, Offerors are requested to propose the most suitable English Language Lab Package to meet the broad needs outlined in the RFP. The choices of technology, software and the like are left to the Offerors’ discretion. Offerors should provide full justification for these choices that illustrate how they will effectively advance English language learning in semi-rural, resource-limited environments.

19. Telephone and Internet access type and speed?

20. Do they have internet access?

21. What bandwidth is available?

22. Will an internet connection for all the student stations be available at all three language labs?

Answer to above questions: There is no telephone access in the lab space of any of the three colleges. Of the three colleges (Butimba, Mtwara and Morogoro) none will have internet available in the lab space. Each college has an ICT classroom with internet service, and internet available at various other points on campus. The ICT classroom (with internet) is 50m from the language lab in Butimba and 6m from the language lab in Morogoro. That information is not available for Mtwara. The bandwidth available at all three colleges is 3 MB (2MB downlink, 1MB uplink). Offerors who include internet-based ELLPs or ELLPs that use internet must include the cost of extending the internet connection from the college's ICT to the language lab in their budget, and provide justification against the needs presented in the RFP.

23. Are there existing local area networks at each site with servers? If so, what are their specifications?

Each college has a local area network. See previous answer for all available specifications.

24. Existing teaching method? And materials? Will offeror need to secure copyrights, licenses, etc. from new software vendors?

The existing teaching method is mainly lecture style with a blackboard. Resources like dictionaries, grammar books, etc are very limited. No language software is currently used. Offeror should consider sustainability in semi-rural and resource-limited environments when selecting software that may require funds for regular support and updating. USAID will not provide ongoing support for the language labs' software, maintenance, etc.

25. Does software need to be Swahili friendly? Do equipment-operating manuals need to be in Swahili?

Most students and teachers using this technology are fluent Swahili speakers. The level of English fluency among the students differs, but is generally fairly low. Offerors should propose an English-learning solution that appropriately addresses ESL. It is preferable to have equipment-repair manuals in Swahili. English is an appropriate language for the user manuals.

26. How many copies of English/Swahili dictionaries and English Grammar books are required at each site?

30 each of dictionaries and basic English grammar books.

27. Is there a preferred layout of classroom? Will all students face the front i.e. the teacher or possible U-shaped or other arrangement?

The Offeror should propose a classroom layout that can, according to the RFP, "comfortably... maximize the space allotted for the labs at the TTCs."

28. Will USAID provide a local liaison during the 210-day project implementation?

While the contractor will liaise primarily with the Teachers Training College Administration, specifically with the Principle, the Contractor will also report to the designated USAID Contracting Office Technical Representative (COTR) – based in Dar es Salaam – as well as link with the Ministry of Education and Vocational Training.

29. Upon installation and training, does USAID assist with ability to maintain labs through software/hardware updates, maintenance, etc.?

This RFP provides for the installation of the ELLPs, training and the evaluation only. USAID will not provide ongoing financial support for the language labs' software, maintenance, etc.

30. Will USAID assist with procedural items during implementation (e.g., clearing materials through Tanzanian customs)?

31. What protocols are in place regarding USAID project imports as they concern import taxes etc?

Answer to above questions: The partners prepare all the paperwork and take charge of processing VAT exemptions. USAID's role is to clear the TRA forms (thru the CTO & EXO) and provide a covering letter confirming their affiliation to USAID wherever required.

32. Are the goods to be shipped to your depot in Dar or to each site?

This RFP calls for "[An] ELLP component... defined as: all of the hardware, software, reference material, furniture, wiring, and other technology required to transform an empty renovated space into a functioning language lab facility." It is expected that the Contractor will deliver all elements outlined in the RFP to each of the 3 sites/TTCs, and create operational English Language Labs.

33. The documents contain references to dozens of US laws and regulations related to making an offer. Do they also apply to African firms and, if so, which ones?

All of them apply to African firms.

34. We will email our Bid. Please advise to which email address/s it must be sent.

The RFP requires all proposals to be sent by email through the below email addresses and hard copies through the following address:

Solicitation No. "RFP-621-09-006"

Contracting Officer

USAID/Tanzania

686 Old Bagamoyo Road, Msasani,

P.O. Box 9130

DAR ES SALAAM

TANZANIA.

Tel: +255-22-2668490 EXT. 8151

Email: mgindo@usaid.gov and cc: kluephang@usaid.gov and skiranga@usaid.gov

35. Please confirm that no bid bond is required

I confirm that NO bid bond is required.

36. How long must offer be valid?

A minimum of three months