The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is not extended.

The purpose of this amendment is to answer questions and make the following changes:

1. Add attachment J.9 ("Past Performance Information");
2. Clarify that supporting documentation for the cost proposal can be submitted in Microsoft Word or Adobe Acrobat (.PDF) formats;
3. Update the Performance Work Statement (PWS) outline;
4. Clarify that the SF-1420 forms should be submitted only in the cost proposal; and
5. Update the submission requirements for the draft Monitoring, Evaluation, and Learning (MEL) Plan;

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

Jonathan Chappell

Signature of person authorized to sign

01/29/2018

Signature of Contracting Officer

NSN 7540-01-152-8070

Prepared by GSA

FAR (48 CFR) 53.243

STANDARD FORM 30 (REV. 10-83)
1. Under Section J, Page 63: Add the following:

<table>
<thead>
<tr>
<th>Attachment Number</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>J.9</td>
<td>Past Performance Information</td>
</tr>
</tbody>
</table>

2. Under L.5(b), Page 84: Item (5) is revised as follows:

“For Cost proposal, acceptable file formats are Microsoft Excel (.XLS). All information, formulas, cells, and tabs in the cost proposal should be unlocked and not password protected. The cost proposal narrative and other supporting documentation may be submitted in Microsoft Word or Adobe Acrobat (.PDF) formats.”

3. Under Section L.6(a), Page 85: The outline of the Performance Work Statement is revised as follows:

“The PWS should use the following outline and is limited to 12 pages:

- Background/introduction (~1 page). This should include the Offeror’s Theory of Change (please see https://usaidlearninglab.org/lab-notes/what-thing-called-theory-change for a description of USAID’s Theory of Change).
- Implementation Approach to meet Objectives (~10.5 pages)
  - Narrative of task/activities
  - Quantitative results expected from the activities
  - Efforts to ensure monitoring and high-quality of activities
- Summary/conclusion (~1/2 page)
- Discussion of the guiding principles from the SOO (including sustainability, collaboration and coordination, and gender), should be woven throughout the text of the PWS.”

4. Under L.6(d), Page 86: The name of Annex 4 is revised as follows:

“Resumes and letters of commitment for proposed key personnel”

5. Under L.6(d), Page 88: The first paragraph of “(2) Draft Activity Monitoring, Evaluation, and Learning Plan” is revised as follows:

“The Technical Proposal will include a draft Activity Monitoring, Evaluation, and Learning (MEL) Plan. This plan should include the logical framework, proposed indicators to track both outputs and outcomes of the Activity including targets for year 1-5 in a Performance Indicator Tracking Table, and a short narrative that describes the strategy for monitoring and evaluating progress during implementation of the Activity. A full detailed MEL Plan will be submitted within 45 days after contract award. All proposed indicators must be reasonably reliable, verifiable, cost efficient in collection, and, more importantly, they will be “telling the story” of the impact of USAID’s assistance.”
5. "Under L.6(d), Page 89: The header and first sentence of Annex 4 is revised as follows:

   "Annex 4 Resumes and letters of commitment for proposed key personnel
   For each key personnel listed, please include the resume for the individual."

6. Under L.7, Page 92: The second paragraph of “Direct Labor, Salary, and Wages” is revised as follows:

   "Completed biographical data sheets, Form AID 1420-17 (forms may be obtained at: http://www.usaid.gov/forms/), must be provided for proposed key personnel. Bio-data forms must be properly completed, certified and signed by both individual and Offeror in the appropriate spaces with all blocks completed, as appropriate. Salaries of personnel must be reflected on the bio-data form in U.S. dollar equivalent. Proposed rates must be indicated as gross salary."

[END OF AMENDMENT 2]