

## **Pre Bid Conference call minutes**

### **Request for Quotation: Ref: RFQ/2021/18573 - Changemakers Collective – Consultancy Servicest for the RBM Partnership to End Malaria**

**2 February 2021, 10:00 CET**

The UNOPS representative went through important deadlines and general conditions of the contract (Small Services Contract). He further highlighted the Eligibility, Formal and Qualification Criteria and the evaluation method used in the process, which is the lowest priced most technically acceptable offer. The UNOPS representative also noted the importance of submitting a complete quotation and duly signed documents, in order to increase the chances of compliance.

Furthermore, the RBM Partnership representative presented the Schedule of Requirements, clarifying the scope of the work needed.

To reduce the risk of submissions being non-compliant, the UNOPS representative continued to present the Returnable bidding forms, emphasizing the importance of submitting them completed and duly signed. Lessons learnt from previous processes for the same services were shared, including:

- Form A: Quotation submission form: Ensure bid validity is 90 days.
- Form B Price Schedule Form – There are 2 price tables, for which total quotation price must match for each table:
  - A total price as a sum of the 5 deliverables will be considered;
  - A total price as a sum of cost categories. Bidders are allowed to add any additional cost category needed to the table.
- Form C Technical Form – the need to duly complete all sections of the form; emphasis was put on the importance of providing details for the implementation approach and to provide a the implementation plan;
- Form D Past Experience form – Previous works/contracts and related information should be provided in a wide range of years to prove 8 years of experience.
- Form E CVs of key personnel – Emphasis on using this template for the CVs was given
- Form F: Joint Venture - This is OPTIONAL

Following the presentation, the call proceeded to a Q & A session where the following questions were raised and answered:

<b>Question 1</b>	From a timeline perspective, we noticed that the completion date is 30 April. We would like to understand what the decision making process is. What date is the selected agency expected to start?
<b>Answer 1</b>	After the tender closes an evaluation process starts, which normally takes around 1 to 2 weeks and a contracting period follows. We are aiming to start the soonest possible. As for the end period we are looking into identifying a number of conversations that will happen around April 25th, World Malaria Day and the World Health Assembly, as well as other events in May and June. We would like to have the deliverables completed for these

	events. A contract extension may happen if needed due to external situations and based on the progress.
<b>Question 2</b>	What is the support from RBM in facilitating the conversations?
<b>Answer 2</b>	Once the contract is signed a small steering group will be set up, which will include various stakeholders (APLMA, India Health Fund, possibly WAF and RBM) with a recurring weekly meeting to plan and make requests for facilitation. RBM Will provide steering support.
<b>Question 3</b>	How many multi partner roundtables for consultations are expected?
<b>Answer 3</b>	It will need to be very much connected to the advocacy objectives. This is an Impact focused initiative, it is not generally about advocacy messages, we would like to identify partners who are in a position to make investments, commitments and to move ahead. We want to make sure the meetings are designed with that in mind. These do not need to be open roundtables; they may very well be Chatham house style internally focused roundtables. Whatever in the current context is most likely to lead to concrete commitments from companies.
<b>Question 4</b>	In terms of government engagement. Are we looking at building on something that is already existing?
<b>Answer 4</b>	We will definitely be looking for recommendations. Sub -national, national ,or international areas of focus that seem the most promising. That is the kind of ground of investigations we are hoping the awardee can help taking the lead on. RBM has direct and good relationships with the national vector borne disease program, with the government of India and direct communications to the ministry of health. We are particularly looking for a strategic plan that would seem to be the most enticing for the private sector.
<b>Question 5</b>	There are two specific deliverables. Investment cases themselves (3-5) and also specific engagement plans targeted at corporate/philanthropic funding. What exactly are you expecting in both cases?
<b>Answer 5</b>	In terms of investment cases, it is a deliberately broad framing of the types of arguments that could be made and could be effective for getting private sector engagement. It might focus on what is in it for companies themselves in terms of market shares or expanding into new markets as well as return on investment from a corporate social responsibility perspective. RBM produces a number of general overarching investment case analysis and documents that could be relevant. i.e. Establishing the links of malaria and global health security or the role that innovation has played and will continue to play in elimination and eventual eradication of the disease. We are not looking at a general broad advocacy document. But once the partners to be engaged are identified, speaks specifically to their self-interest for how to get them involved in this collective.
<b>Question 6</b>	To paraphrase, it will mean to look at potential archetypes or rather different options of what these investments themselves could be relevant for and then once there is an interest in any particular case, based on that archetype can actually fit in reasonably well?
<b>Answer 6</b>	I think that is correct. And maybe we can add that this should not only be considered in terms of health products in services, but as a vector borne disease that is heavily influenced by other social determinants of health, by the environment, economic aspects, agriculture, water and sanitation there may well be investment cases that are truly multisectorial. So please consider that broader frame in looking at potential partners

<b>Question 7</b>	A follow up question. Is there a certain type of funding? For example, are you looking at investment where the capital can have different forms? (Philanthropy, equity, etc.) Is there a specific nature of funding?
<b>Answer 7</b>	We are looking for the universe of possibilities, we want to know what are the longer shots, what are the quick wins and what is the potential. If it turns out that the truly in kind donation, other forms of partnership will be more quickly achievable than cash investments or other types of involvements, then that is the kind of information we need to hear from the landscape analysis.
<b>Question 8</b>	Are we looking at the end of this exercise at identifying potentially 3-4 organisations that have been interested in taking this forward and articulating this very specific for them
<b>Answer 8</b>	That would be an acceptable interpretation
<b>Question 9</b>	Through the 'investment cases' are we expected to mobilize funding for the consortium? Is the project limited to just DEVELOPING the Collective's blueprint and handing it over thereafter? Or execute it too?
<b>Answer 9</b>	For this short scheme of work it is primarily about developing the blueprint and preparing the collective for execution. It is not only about providing inside information to the partners and then moving on. But at least starting the conversations with the targeted companies. The time frame is not going to be sufficient to take them all the way through to the end. At the conclusion of these services we will identify what additional needs we may need and perhaps have a follow up procurement for new pieces of work.. That remains to be seen. So it is mostly development, preparation and initial touch engagement with the stakeholders identified in the concept note.
<b>Question 10</b>	Our technical JV partner has current grants from IHF and pitches to donors for funding in IHF's TB and Malaria eradication program. Does this constitute a conflict of interest?
<b>Answer 10</b>	No, it does not. IHF is an important partner in this and their technical guidance will be valued for us in this consideration. However, this process is UNOPS procurement for the RBM partnership.
<b>Question 11</b>	Which country is the 'designated contact person within the RBM Partnership to End Malaria' based out of? Should the program's SPOC be in India or in a CET time zone?
<b>Answer 11</b>	The TOR requires that the bidder should be able to work within the Central Europe Time zone. However, we will focus on having meetings in times that allow partners based in India and in Europe to join. We would aim at India time focus but not unnecessary too early for Europe.