

## **RESPONSES TO QUESTIONS ON THE TERMS OF REFERENCE: EVALUATION OF THE COMMUNITY SYSTEMS STRENGTHENING PROGRAMME**

*Question 1: Request for additional documentation on the CSS programme, specifically what informed its inception, roll out and how long it has been implemented.*

**Response:** The successful bidder will be provided with the CSS overview document, the CSS Implementation Guide, and additional programme documents which provide programme detail.

*Question 2: Request for the application form.*

**Response:** Bidders to note that there is no application form. Interested bidders are to submit a proposal, and accompanying required documents, as specified in the terms of reference.

*Question 3: What are the criteria and requirements to apply for the contract?*

**Response:** Refer to Sections 7 and 8 of the TOR for application criteria and requirements.

*Question 4: For the Networking and Coordination component of the CSS programme, what kind of data is collected (outputs only or also outcomes)? Generally, how often is data collected and is this verified by the PR?*

**Response:** Primarily quantitative output data is collected at the point of the programme activity (eg number of meetings, attendance, advocacy issues tabled, etc). This data is verified quarterly by the PR.

*Question 5: How many SRs are there per province/per district?*

**Response:** There are no sub-recipients (SRs) on the Networking and Coordination component of the CSS programme.

*Question 6: Can we receive more detail on the Coordination structures and Forums?*

**Response:**

Structures/Forums that we participate in: At national level we have the SANAC Civil Society Forum (CSF) which we are part of sector leaders; at provincial level we have the Provincial Councils on AIDs (PCAs(North West – RHR) – We submit quarterly reports to this structure and form part of the sector leaders – functionality differs from one province to another; we work closely with PCA secretariats; there are also other structures that we participate in at some provinces – Partners’ Meetings, PACCA (DSD led); HAST (DOH led) – again consistency differs from one province to another; provincial civil society forums; at district level there are District AIDS Councils (DACs)- except for WC and NW and Local AIDS Councils (LACs) – WC &NW do not have DACS and LACs – WC has Multi Sectorial Action Teams (MSATs) at local level – we supported the establishment of two LACs in Eden and a third one (Mosselbay) is underway (WC).

Our initiated coordination (more information in the CSS implementation Guide) –

Consultative Forums – facilitated quarterly

PR/SR Coordination meetings – facilitated quarterly

NACOSA Provincial Advisory Committees – held quarterly

*Question 7: Does the budget include VAT?*

**Response:** The allocated budget is excluding VAT:

*Question 8: Are you willing to share a data sheet or programme records which provide information regarding type, numbers and district location of organisations engaged and supported; to assist bidders in developing a sampling frame and concepts.*

**Response:** The Networking and Coordination component of the CSS programme is under evaluation and this programme component does not provide direct support to organisations. Rather, community structures and forums are engaged. Please see more detail on these in Question 6 response, the successful bidder will be provided with full information to inform the sample