



SAVING LIVES AND LIVELIHOODS

THE AFRICA CENTRES FOR DISEASE CONTROL AND PREVENTION (AFRICA CDC) PROGRAMME TO SUPPORT MEMBER STATES TO ROLLOUT COVID-19 VACCINATIONS

SUPPORTED BY

MASTERCARD FOUNDATION

CLARIFICATION QUESTIONS AND ANSWERS

Lots

Q1: What does "application for a full Lot at minimum" mean?

A: At a minimum, applicants must apply for a full regional Lot: they may not apply for only specific Member States within a Lot. Applicants may choose to apply for more than one full Lot.

Q2: May an Applicant apply for only specific Member States inside a Lot?

A: No, an Applicant must apply for an entire Lot. Applicants are encouraged to apply as a consortium with Partners and subcontractors to ensure that they have the capacity to implement the required activities across the full regional Lot. Applicants may also subcontract to relevant providers in Member States where they are not active.

Q3: Where may an Applicant see which countries belong to which Lot?

A: The African Union regions may be viewed on the AU website at the following link:
https://au.int/en/member_states/countryprofiles2

Eligibility

Q1: What are the eligibility criteria laid out in the section 2.1.1 which state the eligibility of Applicants and Partners?

A: The five criteria state that an Applicant or a Partner must:

- be an entity with legal personality
- not be a governmental organisation
- be a not-for-profit organisation
- be an Indigenous African Organisation with headquarters in Africa
- be directly responsible for the preparation and management of the action with their Partners, not acting as an intermediary

Q2: What does "Indigenous African Organisation" mean exactly?

A: The definition for Indigenous African Organisation is clearly stated in the Guidelines for Applicants and is defined as an organisation with headquarters in Africa.

Q3: May a governmental organisation be an Applicant, Partner, or Subcontractor?

A: Only organisations which meet the eligibility criteria laid out in the section 2.1.1 of the Call for Proposals are eligible to apply or be Partners for this funding. Governmental organisations don't meet these criteria. Thus, governmental organisations are not eligible. For example, a Member State Ministry of Health is not eligible.

Q4: May a for-profit company be an Applicant or Partner?

A: Only organisations which meet the eligibility criteria laid out in the section 2.1.1 of the Call for Proposals are eligible to apply or be Partners for this funding. For-profit

companies don't meet these criteria. Thus, a for-profit company cannot be an Applicant or Partner but can be a Subcontractor, provided it complies with the Contracting Authority's standard contract.

Q5: May an organisation which has an office in Africa but no headquarter in Africa be an Applicant or Partner?

A: Only organisations which meet the eligibility criteria laid out in the section 2.1.1 of the Call for Proposals are eligible to apply or be Partners for this funding. Organisations which have no headquarter in Africa don't meet these criteria, even if they have offices in Africa. However, organisations with no headquarters in Africa may be considered as Subcontractors.

Q6: May an international organisation be an Applicant or Partner?

A: An international organisation can be an Applicant or Partner if it meets the Eligibility criteria laid out in the Calls for Proposal. In particular, it must have headquarters in Africa. An international organisation can however be Subcontractor, provided it complies with the Contracting Authority's standard contract.

Q7: May an organisation be an Applicant or Partner under different Calls for Proposals?

A: Yes, an organisation may be an Applicant or Partner under multiple Calls for Proposals, but may not appear in more than one application for the same combination of Lot and Call for Proposals. For example, an Applicant may apply for the Calls for Proposals for Setting up and managing COVID-19 vaccination centres, and for Risk Communication and Community Engagement, if it has the right expertise.

Q8: May an individual be an Applicant or Partner?

A: Only organisations which meet the eligibility criteria laid out in the section 2.1.1 of the Call for Proposals are eligible as Applicants or Partners.

Q9: May national, government-owned, public, or publicly-funded universities or research institutes be Applicants or Partners?

A: Yes. Public or publicly-funded universities are not precluded from being lead Applicants or Partners as they are not included in the definition provided for "Governmental organizations".

Q10: May Africa CDC share a list of universities eligible for being an Applicant or Partner (or a list of criteria)?

A: No, Africa CDC will not be able to create a list of all eligible universities. Provided universities meet the eligibility criteria in the Guidelines for Applicants, they will be eligible.

Q11: May a national, government-owned, public or publicly-funded university be a Subcontractor?

A: Public educational institutions are eligible to serve as Subcontractors as they are not included in the definition provided for "Governmental organizations".

Q12: Is there a limited number of years of operation and/or minimum experience that an organisation should have to be considered as Applicant, Partner or Subcontractor?

A: There is no maximum or minimum number of years of experience required. Where in existence for less than three years, Applicants should make sure to include in their application any supporting factors for them being able to effectively scale their operations despite their young age (such as the support from a more established parent or related company, significant funding secured, experience with comparable projects).

Q13: May an organisation be a an Applicant or Partner in a Lot where it is not a registered entity?

A: Applicants and Partners are required to meet the eligibility criteria set out in the section 2.1.1 of the Call for Proposals. These criteria do not require Applicants or Partners to have registered entities within the Lot for which they are applying.

Q14: Is it a mandatory requirement for Applicants to get letters of support?

A: Getting letters of support is not a requirement for Applicants. However, Applicants are encouraged to add any supporting documents that are relevant but not excessively long. Applicants are required to include the details of all Partners in their applications.

Q15: Why are private sector actors not being considered for being Applicants or Partners?

A: Profit-making organisations are not considered as Applicants or Partners but non-profit organisations are considered. Private sector actors may be considered as Subcontractors if required.

Q16: May an organisation appear in several applications as an Applicant or Partner for the same Lot, under the same Call for Proposal?

A: An organisation must not appear as an Applicant or Partner in more than one application for the same combination of Lot and Call for Proposals.

Q17: May an organisation be an Applicant or Partner for a Lot, and a Subcontractor for another Lot under the same Call for Proposals? In particular, may a Funding Recipient, once selected, be a Subcontractor?

A: Yes, an Applicant or Partner for one Lot may be a Subcontractor for another Lot, under the same Call for Proposals. However, an Applicant may not be at the same time a Partner under another Funding Application Form under this Call for Proposals for a single Lot.

Q18: May an organisation be a Subcontractor under multiple Calls for Proposals?

A: Yes, an organisation may be a Subcontractor under several Calls for Proposal provided it complies with the Contracting Authority's standard contract.

Q19: May an organisation appear in two applications under two different Calls for Proposals, once as an Applicant or Partner and once as a Subcontractor?

A: Yes, an organisation may appear in two or more applications for different Calls for Proposals. The same Applicant may not appear as an Applicant or Partner more than once in the same Call for Proposals in the same Lot, but may be a Subcontractor.

Q20: May an organisation be a Subcontractor for the same Lot, under the same Call for Proposal?

A: Yes, an organisation may be a Subcontractor for the same Lot, under the same Call for Proposals.

Q21: Does an Applicant need a consortium to apply?

A: Partners or Subcontractors are not required for applications, provided that Applicants themselves may demonstrate the capabilities required to cover a full Lot. However, Applicants are encouraged to apply as a consortium to ensure they have the required expertise across all Member States within in Lot, and can cover the full scope of work in the Calls for Proposal.

Q22: What is the maximum number of Partners and/or Subcontractors an Applicant may include in its consortium?

A: There is no maximum number of Partners and/or Subcontractors that an Applicant may include in its consortium. However, the number should be manageable and reasonable, and have a proven track record to pass the required due diligence processes.

Q23: May an Applicant submit a Proposal which doesn't cover the four pillars?

A: Proposals are focused on pillar number two presented during the information session (please refer to PowerPoint attached). Applicants do not need to apply for all four Calls for Proposals.

Budget

Q1: In which currency should the budget be submitted?

A: The budget should be submitted in United States Dollars for ease of comparability.

Q2: Should the bank account to receive funds be on the continent because of foreign currency, or offshore overseas?

A: The bank account should be within the country of the Applicant.

Q3: May Applicants modify budget template to add row for more detail information?

A: Yes, Applicants may modify the budget template to add additional rows as required, but should not omit those provided.

Q4: What is the minimum and maximum budget that should be submitted per Lot, for each Call for Proposals?

A: Applicants are requested to submit a reasonable budget required to fulfil the activities and objectives of the Call for Proposals in the Lot in which they are applying. Budgets will be assessed using the evaluation criteria clearly laid out in the Guidelines for Applicants. The overall budget shall not be more than the allocated envelope.

Q5: Is the budget defined in each Call for Proposals to be allocated per Lot?

A: The budget allocation for the Calls for Proposals is outlined in Section 1.8.

For the CVCs Call for Proposal, the indicated budget amount is estimated for multiple awards per Lot.

For all other Calls for Proposals, the indicated budget is the total approximate budget to be allocated across all five regional Lots. Applicants are requested to submit a reasonable budget as required to fulfil the objectives laid out in the Calls for Proposals within the Lot for which they apply.

Q6: Are there broad guidelines for budget items?

A: No, there are no guidelines for budget items. Budget should be prepared using the budget template annexed to the Call for Proposals. Lists of ineligible cost items are provided in the Call for Proposals.

Q7: Would there be a control on the effective use of money by the Subcontractors?

A: The applicant is responsible and accountable to ensure funds are spent at any level of implementation, be it by the Subcontractor or by the Applicant itself. The Contracting Authority shall conduct due diligence on the applicant prior to award the funding. There will be ongoing auditors checks and budgeting, and fund release will be subject to ongoing performance and administration checks.

Application Process

Q1: What are the key dates for the application process?

A: The key dates for the application process are provided in the Calls for Proposals, under section 2.5.2.

Q2: May an organisation still apply if it has missed the deadline of clarification request?

A: Yes, the deadline for clarification requests is independent of the deadline for submissions.

Q3: When applying for a Lot under a Call for Proposals, should an Applicant name all Partners in the application or may it secure Partners afterwards?

A: An Applicant should name all Partners during the application process, as described in the Funding Application Form.

Q4: How should applications for several Lots under the same Call for Proposals be submitted?

A: Applications for several Lots under the same Call for Proposals should be clearly noted in the Funding Application Form. Joint submissions are accepted as a single application, with an indication of the scope of work described for all relevant Lots.

Q5: Could you detail the proposal submission procedure?

A: The proposal submission procedure is detailed in the Calls for Proposals. Submissions of all documents are due on or before the submission deadline via email to SLLapplications@africa-union.org, with SLLpartners@mastercardfdn.org in copy. Applicants are requested to password protect submissions, and share the password 15 minutes prior to the bid opening session.

Q6: Is there a point of contact for clarifications on the formation of the consortia?

A: For further information, please reach out by email at SLLapplications@africa-union.org.

Q7: May Africa CDC post a bulletin board on the website for people to share their contact information with one another?

A: No, Africa CDC will unfortunately not be able to create a bulletin board for this purpose at this time.

Q8: How do organisations get the contact of other organisations to form consortia?

A: Organisations should leverage their own networks and resources to form consortia.

Formatting requirements

Q1: How should Applicants indicate the Lots they are applying for in the application form?

A: The Application form has a section for Applicants to indicate which Lots they are applying for.

Q2: What is the structure in terms of components, spacing and page limits for each section of the Technical Proposal?

A: The suggested structure and page limits for each section are detailed in the Funding Application Form (Annex A). Spacing may be single spacing.

Q3: If an Applicant is applying for several Lots, what are the requirements in terms of components, spacing and page limit?

A: The requirements for Applicants applying for several Lots are the same. The Applicant must indicate in the Funding Application Form (Annex A) that they are applying for more than one Lot.

Delivery

Q1: What should be done about countries in conflict in the region or that don't collect COVID-19 data at all or have no vaccination programme?

A: The Programme will support all African Union Member States whether in conflict or not. If there is a need requested from a Member State, the Programme will consider the request and provide support through implementing partners with the capacity and capabilities to bridge these challenges.

Q2: How will travel restrictions affect the delivery of the project across the respective regions to the successful bidders?

A: The Programme will be implemented in close collaboration of Member States. Restrictions related to movement will be discussed and addressed on case by case basis.

Q3: What type of CVCs is the Programme looking for?

A: All types of CVCs would be considered by the Programme, including expanding capacity in existing health facilities, and setting up new CVCs, as needed and requested by Member States. Both permanent and temporary structures may be relevant.

Q4: Does Africa CDC have a notion at this point as to whether the research component of the programme is going to only be medically-related scientific research or will also include the views, for example, of African citizens about the pandemic (e.g., vaccine hesitancy)?

A: The details of the types of research required are outlined in the Implementation Research Call for Proposal.

Q5: Regarding the Safety Surveillance Call for Proposals, are there any special guidelines to assess the severity of COVID-19 infection in vaccinated populations?

A: Implementing partners are expected to develop the protocol and submit it as part of their technical proposal.

Q7: What is the period of implementation?

A: The maximum period is 36 months, and the minimum period is 12 months (except for Implementation Research). The period for implementation can be any duration required to meet the objectives laid out in the Call for Proposals. Also, plans are expected to be refreshed over time as context changes.

Q8: What is the period of implementation for Implementation Research?

A: The maximum period is 36 months, and the minimum period is 3 months. The period for implementation can be any duration required to meet the objectives laid out in the Call for Proposals.

Q9: Is there an anticipated start and finish date for implementation for successful Applicants?

A: The expected start date will depend on when Member States confirm their needs and the support from the Programme is confirmed. Start dates will be on a rolling basis, and could be any time from the end of September or October

Programme overview

Q1: How different is the Programme initiative from what governments are rolling out?

A: The Programme aims to complement existing government efforts and other programmes supported by other regional or global partners. The Programme will be driven by Member States, who are being engaged in technical consultations to understand their needs, which will inform support provided.

Selection process

Q1: How many awards will Africa CDC award per Lot, per opportunity?

A: The number of awards made per Lot will depend on the strength of the Applications received. The fewest number of awards possible will be targeted to ensure effective management of partners through the Programme.

Content sharing

Q1: Will the Programme share the presentation deck in English and French?

A: Yes, the presentation deck will be uploaded online in English and French to the Africa CDC website.

Q2: Will the Programme share the session recording?

A: No session recording will be shared.