



**Q&A FOR REQUEST FOR PROPOSAL FROM  
THE WORLD INITIATIVE FOR SOY IN HUMAN HEALTH (WISHH)**

**M&E CONSULTANT FOR CAST CAMBODIA  
FFPr18-RFP-01-2023**

**(1). What is the estimated total number of working days to deliver all outputs under this assignment? This information is important for us to estimate the budget.**

The consultant will be expected to work an average of 20 hours per week. This will differ depending on the tasks to be completed and the life cycle of CAST's M&E work plan. This first contract is for 4+ months with the possibility of renewal.

**(2). What is the assignment period, e.g. starting month and ending month? This helps us allocate our team composition, timing and costing.**

As described in the RFP, this first contract will be initiated in late July and conclude at the end of November. The consultant's performance will be evaluated shortly after October 31st.

**(3). Are staff per-diem and logistics costs for data collection supervision included in the proposal budget? On page 3 of the RFP, Responsibilities #13 requires field visits.**

CAST's current M&E staff (e.g., Field Monitoring Officers) will be responsible for collecting all performance monitoring data. The consultant will work with CAST's Deputy Chief of Party and Senior M&E Officer to aggregate, clean, and report this data each month. They will be provided with the project's Data Collection Manual (DCM), Data Analysis Plan (DAP), and MIS Manual. The project's next Semiannual Report is due at the end of October. The consultant will work with WISHH's Director of M&E to prepare the data tables and narrative required for this report. The field visits described in the RFP would be to conduct verification exercises. Please note that CAST verifies 5% of the performance monitoring data collected each month. The frequency of these visits should not exceed 1-2 times per month. Travel costs will be covered by the project.

**(4). The RFP does not mention about separation of Technical and Financial proposals, which means *that we can combine the two in one file. Could we get a confirmation about this?*** The consultant should submit a 4-5 page proposal that meets the specifications outlined in the RFP. It is not necessary to submit separate technical and financial proposals. The budget for this contract is \$2,000 per month. Please also share the CVs for all personnel that will be working on the project.