

American Soybean Association (ASA)

Project Name: Final Evaluation for Food for Progress (FFPr) Program in Cambodia

RFP Number: FFPR18-RFP-01-2024

Questions and Answers

**Q. In addition to the annexes, can ASA/WISHH please confirm that CVs, references, budget and work plan do not have any specific limit in terms of the number of pages?**

A. The subjects mentioned do not have any specific limits in terms of page numbers.

**Q. ASA/WISHH provides Kampong Chhnang, Kampong Speu, Takéo as potential control provinces. Is there a number of control provinces anticipated or are all four expected to be surveyed? Clarity on this is welcomed as the number of control provinces can impact budget.**

A. There are three expected number of control provinces; Takeo, Banteay Meanchey, and Kampong Chhnang

**Q. Does ASA/WISHH have a pre-established number of KIIs and focus groups that need to be held with farmers, feed millers, postharvest actors (beneficiaries) and people in government, development partners, related agricultural industry representatives (stakeholders) etc or is this at the Offeror's discretion?**

A. We would like to have a minimum of 50 KIIs and 10 FGs.

**Q. Can ASA/WISHH give an approximate budget range for Offerors?**

A. \$150,000

**Q. Was a Mid-Term Evaluation Performed?**

A. Yes.

**Q. Is ASA/WISHH obligated to use a different contractor for the final evaluation compared to the mid-term evaluation?**

A. No.

**Q. For the enumeration of results please share the number of Population-based Survey(s) conducted for the baseline survey and for the mid-term evaluation.**

A. Around 1200.

- Q. Does ASA/WISHH expect that a similar Population Based Survey number of data points should be collected?**
- A. Yes.
- Q. Can the consultancy propose the methodologies? For qualitative analysis, are both KII and FGDs a must to include in the methodology?**
- A. Consultants can suggest methodologies but a quasi-experimental design with treatment and control groups must be used. We would prefer both KII and FGDs to be used for qualitative analysis to gain comparative insights to previous studies, but Consultant can include other methods.
- Q. Could you please provide the estimated sample size for this study (or) can the consultancy propose the sample size by methodology?**
- A. Estimated sample size is around 1200.
- Q. Can you disclose the number of respective project beneficiaries and stakeholders - such as farmers, hatcheries, feed mills, nurseries, post-harvest actors, traders, etc.) for sampling purposes?**
- A. Yes, you will be given this information after Consultant selection.
- Q. Is there a minimum percentage of project beneficiaries that should be surveyed/interviewed?**
- A. There is no minimum percentage of beneficiaries, but the target is 1200 beneficiaries surveyed/interviewed.
- Q. Can you also provide a breakdown of beneficiaries by project location?**
- A. Yes, you will be given this information after Consultant selection.
- Q. Can you also provide a breakdown of project beneficiaries by type of commodity - aquaculture vs agriculture?**
- A. Yes, you will be given this information after Consultant selection.
- Q. KIIs with key stakeholders: Is the methodology open for both in-person interview and virtual interview?**
- A. Prefer in person interviews but virtual interviews will be considered.
- Q. Please confirm the commodities covered by the program for aquaculture and agriculture to proceed with the final evaluation (i.e., type of crop, type of animal or animal product, type of fish - freshwater or marine, etc.)**
- A. Six species of freshwater fish (Pangasius, striped Snakehead, walking catfish, et al.); in fresh and dried and smoked product sales; would also include hatchery/nursery production of fingerlings,

**Q. Can the baseline assessment survey/interview sample size breakdown by project activities be disclosed at the proposal stage?**

A. Yes, you will be given this information after Consultant selection.

**Q. To gauge the project's impacts on international soy protein trade and the agricultural and fish product trade -> Please specify countries/regions involved in the international soy protein trade and the agricultural and fish product trade.**

A. We are interested in Vietnam, Thailand, and Cambodia as importers, and include US, Brazil, Canada and Argentina as exporters.

**Q. Could the consultancy use the preferred data collection software and qualitative analysis software? (or) Is there software of choice by the Client for survey data collection and QDA software?**

A. The Consultant can suggest software to use in the data implementation plan. We prefer the use of ODK and NVivo for data collection and qualitative analysis.

**Q. When conducting FGDs with an approved transcription service, can software be used for transcription, or must a professional transcriber be employed?**

A. There is no preference for the transcription services used.

**Q. Could you please indicate that six project intervention provinces and three control provinces to be included in this study? As per Attachment E, we are noted that Siem Reap, Battambang, Pursat, Kampong Thom, Kampong Cham, Kandal, and Phnom Penh are included.**

A. The control provinces are Takeo, Banteay Meanchey, and Kampong Chhnang.

**Q. Please also indicate the location of FGDs. Are they conducted in all target provinces or only in Phnom Penh?**

A. The location of the FGDs is up to the Consultant. But participants and representation must come from all target provinces.

**Q. Will the Client provide reachable contacts and locations of beneficiaries and all relevant stakeholders for the study?**

A. ASA will provide a contact list and make introductions as necessary to ensure a thorough evaluation.

**Q. ASA/WISHH will assist in making appointments with partners, community members, government officials and other stakeholders. -> Will the consultancy be provided the contact information of both beneficiaries and stakeholders?**

- A. ASA will provide a contact list and make introductions as necessary to ensure a thorough evaluation.
- Q. The consultant will be encouraged to interview some of the same key informants included in the baseline study. -> Will ASA/WISHH also provide the key informants' contacts who are included in the baseline study?**
- A. Yes
- Q. Will ASA/WISHH facilitate in providing the official letters/documents to conduct the interviews with relevant stakeholders?**
- A. Yes
- Q. Please confirm the related project documents such as previous reports of baseline assessment, needs assessment reports, and necessary documentation of 10 project activities will be shared with the consultancy.**
- B. Yes.
- Q. For FGDs, will ASA/WISHH assist in the facilitation of venue arrangement, refreshments and logistics of beneficiaries (or) only assist in making appointments?**
- A. We will only assist in making appointments.
- Q. Please confirm the questionnaire will be developed by the Consultancy and review by ASA/WISHH and provide inputs if needed.**
- A. Correct.
- Q. Can the project timeline be flexible? Can the consultancy propose the project timeline with specific milestones (or) are all deadlines in Table 2: Timeline for Final evaluation fixed.**
- A. Timelines are not fixed but approximate the desired timeline. However, the date of submission of the final evaluation should not exceed August 1.
- Q. Final report: Please confirm the report format of the final evaluation report. Are they in Word format?**
- A. Yes, the final report will be delivered in Word format.
- Q. Surveys: Is the deliverable data in Excel format in English?**
- A. Yes, all data should be submitted in English.
- Q. Interviews: Will word-by-word transcripts be part of the deliverable? (or) Can we supply elaborate outcomes in the final report in English?**
- A. Word by word transcripts should be included and translated into English.

**Q. Will the Client provide incentives to survey, interview and FGDs participants or are they part of the financial proposal?**

A. This is the responsibility of the Consultant and should be considered as part of the financial proposal.

**Q. Could you please disclose the budget ceiling or budget range for this study as we will be participating as a firm? It would be great if the budget range could be disclosed so that we can assess the project feasibility from our end.**

A. \$150,000

**Q. Please indicate the proposal 'currency'.**

A. U.S. Dollars

**Q. Is the project tax exempt?**

A. Not exempt.

**Q. Can you confirm whether the full proposal should be submitted to Vickie Wilks ([vwilks@soy.org](mailto:vwilks@soy.org)), who is indicated on the first page, (or) Modibo Diabate ([mdiabate@soy.org](mailto:mdiabate@soy.org)), who is indicated in attachment A?**

A. The full proposal should be submitted to Modibo Diabate at [mdiabate@soy.org](mailto:mdiabate@soy.org) and Vickie Wilks at [vwilks@soy.org](mailto:vwilks@soy.org)