



SADC SECRETARIAT RESPONSES TO REQUESTS FOR CLARIFICATIONS

REFERENCE NUMBER: SADC/3/5/2/349

CONSULTANCY FOR DEVELOPMENT OF A COSTED STRATEGIC BUSINESS PLAN AND IMPLEMENTATION PLAN FOR THE SADC WOMEN IN SCIENCE, ENGINEERING AND TECHNOLOGY ORGANISATION

DATE OF ISSUE OF RESPONSES: 12th AUGUST 2024

Question No	Descriptions	SADC Secretariat Response
001.	<p>I have come across this request for expressions of interest and would be interested in participating in it. As part of my proposed implementation, I foresee 2 possible physical activities i.e visioning workshop and validation workshop with the relevant stakeholders</p> <p>Will the travel and accommodation costs to Botswana for this expected to be part of the USD 5,000 or will SADC cover this outside of the USD 5,000?</p>	<p>If the validation workshop (or any workshop) will be physical SADC Secretariat will cover the related travel costs. The USD5,000 is for only fees for the assignment and exclusive of travel costs.</p>
002.	<p>I am responding to the invitation for Expression of Interest to produce a business plan for WISE-TO. Since this assignment will be conducted virtually, one item</p>	<p>If the validation workshop will be physical SADC secretariat will cover the related travel costs. The USD5,000 is for only fees for the assignment and exclusive of travel costs. As per item 6.5 of the</p>

<p>in the ToRs says, "Facilitate a regional experts' validations workshop on the draft strategic business plan and costed implementation plan". Will this workshop be virtual as well, or will it be physical? If it is physical, should the bidder include the cost of travel to the venue as part of the re-immutables? What else will the rei-imbursables cover?</p>	<p>Terms of Reference, there are on incidental expenditure amount / reimbursables required from the Consultant's submission.</p>
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End of Responses

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