

# Responses to Questions - Tender No.



<b>Tender No: HQ548</b>	
<b>Tender Name: Consultancy Service for Learning Design Training of Trainers.</b>	<b>Date Issued: 16<sup>th</sup> of April 2024</b>

This provides answers to queries raised by bidders about the above subject tender. The responses are posted on website for access by all prospective bidders and does not disclose the source.

No.	Question	Response
1	<p><b>Bid Section III. Desired Services and SOW</b></p> <p>We understand that the ToT should cover learning design and facilitation skills for adult learners, so that Mercy Corps compliance and finance trainers can deliver refreshed and revised trainings to internal staff globally. A few specific questions:</p> <ul style="list-style-type: none"> <li>• Is the ToT intended to be a more generalized ToT that can be applied to a range of courses delivered by the trainers, or is the intention to build a ToT based specifically on existing Compliance and Finance trainings?</li> <li>• Will the consultant be required to update/refresh/revise the existing trainings as part of this work?</li> <li>• Or, will the existing trainings be subsequently updated by the Mercy Corps Trainers, after having completed the ToT, gaining the skills to effectively do this internally?</li> <li>• If Compliance and Finance subject matter expertise is required (i.e. to develop training activities with a compliance and finance focus) will this be provided by Mercy Corps? (This could be during the review, discussion and finalization period as described in paragraph 2 of this section)</li> </ul>	<ul style="list-style-type: none"> <li>• a more generalized ToT that can be applied to a range of courses delivered by the trainers.</li> <li>• No</li> <li>• Yes, the Mercy Corps trainers will be tasked with updating their training.</li> <li>• No Compliance or Finance subject matter expertise is required by the Trainers. This information was provided to let you know what types of training the participants will be working on.</li> </ul>
2	Is there a pre-determined price ceiling for this RFP?	No.
3	Does Mercy Corps have an idea of how many participants they expect at this session?	To be determined with the consultant group- could be between 15-25 participants.

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All other terms and conditions in the tender remain unchanged.

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