

Answers to Questions

RFP # CHEM-ENR022023-01

For the provision of

Corporate Video Production – Colombia Carbon Markets Documentary

- 1) Is it possible to share each project's final report "informe final" (if it's available)?
Yes, all final and interim reports – once approved by donors – are available online and thus are considered public information. Upon award, Chemonics International will share the latest project reports, and any historical project reports as needed, with the selected Offeror.
- 2) What were implementation periods for the projects/are any still ongoing?
All projects are recent (ending as of the previous calendar year, 2022) or are ongoing.
- 3) Will any of the deliverables require AOR/COR approval from any of the projects?
All deliverables will require approval from Chemonics International, including the Environment and Natural Resource (ENR) practice management team (PMT). Please note that while we are highlighting work supported by USAID, this documentary is fully funded by Chemonics International.
- 4) Will any of the deliverables require following any specific activity Branding and Marking? Does Chemonics have its own Branding and Marking strategy and can this be shared?
Upon award and ongoing throughout the documentary process, representatives from the Chemonics International Strategic Communications Team and ENR PMT will meet with the selected Offeror to discuss branding and marking guidelines.
- 5) Three separate locations are mentioned (páramos, bosques, and wetlands) but travel to how many different municipalities within these areas is expected?
Correct, the principal photography and videography will be done together and is projected in three separate locations, including páramos (central region of Colombia), bosques (along the Pacific coast), and wetlands (eastern side, near Yopal). For the purposes of budgeting, the offeror should anticipate two days (eight hours each) in each of the three separate locations, in no more than 12 total municipalities. See Amended RFP section I.7, which reflects this update.
- 6) Are indirect cost recovery funds (ICRs) an allowable cost, or should each deliverable line item contemplate the total cost?
The price of the subcontract to be awarded will be an all-inclusive fixed price, thereby inclusive of all deliverables and costs. Nevertheless, for the purpose of the proposal, offerors must provide a detailed budget showing major line items as well as a budget narrative. Please refer to Annex 2 for detailed instructions and a sample cost structure.
- 7) The RFP states that interviews are conducted by Chemonics International and filmed by the selected Offeror, but what editorial input can the Offeror provide in interview questions?
Correct, interviews will be conducted by Chemonics International and filmed by the selected Offeror. The selected Offeror will have an opportunity to provide editorial input to interview questions, insofar as the editorial input comes from a videography perspective.

- 8) Are the short videos reductions of the mid length documentary? Or are videos that require specific material that must be recorded for these deliverables?

It is anticipated that the short videos will, in general, be pulled from the material captured for the longer-form documentary. However, during planning, the Chemonics International Strategic Communications Team and ENR PMT, in collaboration with the selected Offeror, may identify footage for a specific short video, as appropriate.

- 9) Is there a budget ceiling for this consultancy?

No, Offerors are expected to create a realistic estimate of the cost, which will be finalized upon award. Budget proposals will be evaluated on cost realism and a best-value analysis. Offerors should be aware that the contract mechanism (purchase order) is a fixed-fee contract. Future renegotiations are not guaranteed.

- 10) We understand that the budget format is a model and that we can use our excel format contemplating all the items that we consider necessary using a spreadsheet program compatible with MS Excel right?

Correct. The provided budget format is a sample of how the Buyer would recommend organizing the budget. Offerors must ensure that the submitted budget is itemized and clearly denotes the cost of each item. Offerors should feel free to use MS Excel or equivalent software or submit a written cost proposal that provides written explanation or description of line items, if such addendums would help ensure clarity.