**Catalogue of Questions from Bidders**

Client: German Red Cross – General Secretariat

Tender name: Consultancy for the Evaluation of DG ECHO Project in Lebanon

Tender number: T61

Manager: Cecilia Trevisan, Head of Office Lebanon

As of: 6th  June 2024

*Bidders are obliged to take note of the answers listed below that the client provided in response to questions of potential bidders in the context of the tender specified above. The answers represent changes, additions and specifications of the tender documents; they hence constitute an integral part of the tender documents and become a legally binding part of the contract.*

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| **No.** | **Reference** | **Question(s)** | **Answer** | **Answer was provided on:** |
| **1.** |  | The Terms of Reference (ToR) emphasize the use of qualitative data collection methods. However, the allotted five days for data collection seem insufficient to visit all 12 designated locations.  Therefore, we would appreciate further clarification regarding your expectations for on-site data collection by our consultants. Would the use of remote data collection tools be considered acceptable as a supplement to on-site visits? | In your offer you can propose an alternative data collection methodology if you think this could be effective for the data collection.  As states in the ToR “ GRC and LRC expect the consultant to elaborate his or her own detailed methodology based on the ToR and on the available data. Therefore, the main primary data collection method is qualitative; however, quantitative data collection can also be present to further verify and triangulate the data as needed.” | 05.06.2024 |
| **2.** |  | To design a better-tailored and competitive proposal, it would be very helpful for us to know an approximate budget and the geographical focus of the evaluation. We saw that there are 12 locations where the projects have been implemented, and knowing the focus areas would help us define the sampling strategy. | Based on our regulation we cannot share any budgetary information for this bid.  Regarding the geographical coverage the 12 locations are located in all Lebanon ( North, Center, South) and there are no priority areas.  Additional information are also available in this link <https://www.drk.de/newsroom/aktuelle-ausschreibungen/ausschreibung-detail/consultancy-for-the-evaluation-of-dg-echo-project-in-lebanon/> | 05.06.2024 |
| **3.** |  | From the terms of reference (ToR), we understand that both projects focused primarily on disaster preparedness and response. Is this correct, or have the projects, separately or combined, used a more diverse, even holistic, approach to building the capacity of government and targeted communities to assess risks and work on disaster prevention/mitigation and recovery as well? | Both projects enhanced the capacities of local authorities and communities on disaster preparedness and response through a series of diversified activities such as awareness raising sessions, training, SoPs revision, IM support. | 06.06.2024 |
| **4.** |  | From the ToR, we understand that “result 5” mentioned in the specific objectives concerns community engagement and accountability (CEA). Is this correct? | Yes, is correct | 06.06.2024 |
| **5.** |  | According to the ToR, the BETTER project “incorporates innovative digital solutions to streamline data collection and analysis, facilitate risk-informed decision-making, and improve anticipation and response management”. We understand that these digital solutions refer to an information system. Are the innovative digital solutions used in the project globally known information management tools (e.g. GIS, KoboToolbox) or have they been developed specifically for the IFRC or the project (i.e., IFRC or project-specific solutions)? | During the project implementation ArcGIS was used. Dashboards and solutions are developed based on data integrated from surveys created using Survey123. | 06.06.2024 |
| **6.** |  | In total, how many stakeholders are involved per project if possible, or at least in both projects?  - Number of ministries;  - Number of governorates;  - Number of districts;  - Number of municipalities/unions of municipalities;  - Number of communities;  - Number of disaster risk management committees;  - Number of Emergency Operations Rooms (EORs);  - Number of Community Emergency Response Teams (CERTs);  - Did the project involve Lebanese Red Cross (LRC) staff at headquarters only, or also at local level? | Number of ministries DRMU ( Disaster Risk Management Unit) at counsel of ministries, 3 ministries involved for BETTER project  - Number of governorates; 8 Governorates  - Number of districts; 5 districts in Mount Lebanon, 2 districts in the Southern governorate adding to coordination’s on the national level.  - Number of municipalities/unions of municipalities; 30 municipalities (ECHO PPP), 5 municipalities ( ECHO BETTER)  - Number of communities; 30 communities ( ECHO PPP), 5 communities (ECHO BETTER)  - Number of disaster risk management committees; 30 disaster risk management committees  - Number of Emergency Operations Rooms (EORs); 12 EORs.  - Number of Community Emergency Response Teams (CERTs); 12 CERTs ( ECHO PPP), 3 CERTs ( ECHO BETTER)  - Did the project involve Lebanese Red Cross (LRC) staff at headquarters only, or also at local level? The project involved Lebanese Red Cross (LRC) staff at headquarters and volunteers from branches on the national lev | 06.06.2024 |