DAI

Digital Frontiers
Modification 02, Request for Application (RFA) 2022-12

RFA No.	2022-12, Modification 02
Issue Date	May 19, 2022
Title	SARDI SME Digital Upskilling Activity – Sri Lanka
Issuing Office & Email	Digital Frontiers c/o DAI, DigitalFrontiers@dai.com
Deadline for Receipt of Applications	May 25, 2022, 5pm EST, to DigitalFrontiers@dai.com
Point of Contact	DigitalFrontiers@dai.com

This modification adds Section D: Responses to Questions and Requests for Clarification to this Request for Application. **All other sections not mentioned here remain unchanged.**

Section D: Responses to Questions and Requests for Clarification

1. What is the definition of an SME?

    a. We would follow the definition under the National SME Policy Framework, which is still used as the guiding framework for the SME definition.

2. How do we demonstrate and understanding of the SMEs in Sri Lanka?

    a. Applications should show familiarity with the SME ecosystem in Sri Lanka – major players, modes of communication, common challenges or opportunities, etc.

3. Which sectors should be covered in the selection of SMEs?

    a. We are sector agnostic – the SME selection should be as representative of the economic sectors in the country as possible, and should also include some youth- and women-led SMEs.

4. How should we administer the Needs Assessment? Online questionnaire etc.

    a. Applicant to propose.

5. What are the SL@100 digital maturity findings?

    a. Awaiting this information.

6. What is the SL@100's existing BD support?

    a. Please explore their website. https://www.srilanka100.lk/.

7. Is the compilation of a directory of qualified service providers mandatory? Can we propose next steps instead?

    a. We would be open to the applicant's proposals.

8. Is a cyber clinic to be conducted in a particular format such as a workshop or can we propose the best format?

    a. Applicant can propose.

9. Is task 1 for companies in Colombo or as mentioned prior for companies out of Colombo?

    a. Task 1 is specifically for firms in the SL@100 cohort. Some are based in Colombo, and some are not. Geographic location of the SMEs is not the differentiator in Task 1, it is that they are already pre-selected – cohort participants of SL@100.

10. If the task 1 is for companies out of Colombo what is the differentiation between the selected companies of task 1 and task 2?

    a. See above.

11. Is the audience technical vs non-technical staff? Are they management or executive level staff?

    a. Applicant should propose as part of the training/workshop delivery methodology. We would expect the applicant to know/choose the most suitable audience/recipients of the training.

12. Do the webinars need to be live? Can we propose a mix of recorded and live sessions?

    a. Applicant can propose a format they think would best achieve the outcomes and justify the proposed approach.

13. Please define the audience technical vs non-technical? Management vs executive?

    a. See previous.

14. Can we propose the post training evaluation mechanism? Or do you have a preferred mechanism?

    a. Applicant can propose but would need to be agreed on with SARDI prior to implementation, in order to ensure that the M&E objectives are met.

15. Is there a proposed format for the blog?

    a. Applicant can propose.

16. Should this blog be maintained for a period of time? If so how long do you propose?

    a. No, this is intended to be 1-3 blog posts, not an ongoing series. The blogs may be posted by the contractor or on DAI's platform or both

17. 3 relevant past projects that demonstrate the core capabilities required to execute the proposed project/ can this be work we have conducted in this area or does it need to be training and skills development only?

    a. Applicant can submit examples that would demonstrate capabilities to undertake the type of project in this RFA

18. What is the SriLanka@100 project? Where can we get some details of this?

    a. Please explore their website. https://www.srilanka100.lk

19. We would need to know the present project and its status as at now that is implemented by Stax?

    a. See previous.

20. Do you propose a format for the training material which needs tobe developed?

    a. Applicant can propose and justify.

21. Should the training material be only in English?

    a. Materials should be trilingual.

22. Are you looking at any particular qualifications for the team members?

    a. Team members should meet the qualifications as outlined in the RFA.

23. Team must have experience in digital development? What do you mean by this? Please give an example

     a. Applicant should be familiar with the field of digital development and should be able to provide examples of their work in this area.

24. What is the targeted headcount in all 20 companies for the trainings? Is it 100 heads? Is it 5 persons per company x 20 companies?

     a. The number of people may vary by company and by customized training topic (Task 1, Point 3).

25. What is the audience of participants in each SME that you are looking at? (i.e. CEO/Finance Manager/network administrator/receptionists, etc.)

     a. Applicant to propose based on training curriculum.

26. What is the targeted headcount for webinars/workshops under this component for the whole period of the contract?

     a. Per the SOW, we anticipate 4 workshops for 15-20 SMEs. The intention is for SMEs to attend all workshops as a cohort, rather than having new SMEs at each workshop. SMEs may be represented by one or more people at each workshop. Assuming 2 representatives per SME and 20 SMEs, the headcount would be 40 people completing the whole curriculum.

27. What is the audience of participants in each SME that you are looking at? (i.e. CEO/Finance Manager/network administrator/receptionists, etc.)

     a. Applicant to propose based on training curriculum.

28. Further, we would like to request for a short extension to the deadline considering the current crisis situation in Sri Lanka.

     a. Unfortunately, we can not extend the deadline for applications further.