

Responses to the Sector Strategy RfP Questions

Question	Response
1. What is the envisioned duration for this contract?	The duration of the contraction will be based on the proposal and suggested approach. Proposals between 6 and 18 months will be considered.
2. Is the Firm expected to be working at the Alliance's headquarters in Washington, DC for long stretches of time following the kick-off meeting and other working session meetings?	The Firm will be required to attend the kick-off meeting and other working session meetings in person. While the Firm will not be expected to spend long periods of time at these locations following these meetings, it is expected that the Firm will stay for the entirety of the meeting. The kick-off meeting in DC is anticipated to be multiple days.
3. Can you clarify on the need to travel across geographies for which the collaborative working sessions are to be planned? Can any sessions be done online?	The Firm will be required to design and participate in virtual and in-person working sessions and consultations throughout the project given the co-creative nature of the contract. The Alliance anticipates that there will be no fewer than three working sessions over the course of the contract. While the kick-off meeting will take place in Washington, DC, other meetings or stakeholder consultations will take place in tandem with initiatives, projects, and global events where sector stakeholders are likely to participate. Examples include the Sustainable Energy for All Forum, the UN General Assembly, NY Climate Week, COP meetings, or others. Sessions and consultations can happen virtually as well (by phone and teleconference).
4. Is there a tentative number of global conferences that the Firm is expected to attend for small convenings/side meetings?	No, the number of consultations, events, and co-creation sessions will be determined by the scope of the project and approach. The Firm is expected to budget for these convenings, consultations, and/or side meetings and the associated travel. The Alliance anticipates that no less than three in-person meetings would be required, however the location of these meetings (outside of the kick-off) are flexible and would be determined jointly between the firm and the Alliance.
5. Is the strategy document limited to specific geographies?	The Sector Strategy is intended to be global in nature and scope. However, there may be specific geographies where the strategy focuses more deeply based on the scoping,

	stocktaking, and stakeholder consultations. These choices would need to be made collaboratively during the contract.
6. What is the budget for this contract?	For ease of reference, the Alliance suggests that no proposal exceeds a budget ceiling of USD 900,000. Proposed budgets can be lower than USD 900,000.
7. Are reimbursable expenditures in addition to the contract amount, and if so, is there any limit to reimbursable expenditures?	All budgetary line items, including travel estimates, should be included within the proposed budget. There are no additional reimbursable expenses available under this contract.
8. Have there been any changes to the submission date for this RfP?	Yes, the Alliance has extended the submission date to 11:59 pm EST, February 11, 2020.