

RFP TITLE:	Documenting Good Practices in Programming for Adolescent Girls in India
RFP NO.:	IPE-CKD-2025 (RFP) – 017

Queries & Clarification

S NO	QUESTIONS	ANSWER
1	Will the programme's definition of 'adolescents' also encompass older adolescent girls and young women up to 24 years of age, given that SRHR initiatives often aim to address intersecting vulnerabilities during this critical life phase?	Yes, young women (up to 24 years of age) are also included
2	Does the programme focus specifically on urban slums or rural communities, or is it designed to cut across both contexts? Is there a specific area of focus within the Astitva project?	It should cut across all contexts
3	Is there any specific geography where you want the agency to focus for the study? If yes, kindly specify the same.	The study should aim to capture pan India experiences, ensuring representation of all regions
4	Will CKD/UNFPA facilitate access or introductions to the selected organizations/programmes across different states, particularly in remote, tribal, or conflict-affected areas—or is the agency expected to initiate and manage these linkages independently?	Agency is expected to initiate and manage all linkages independently
5	Given the requirement for geographic and contextual diversity (urban/rural, aspirational districts, conflict-affected, tribal populations, etc.), is there a minimum expectation for regional or thematic representation across the case studies? For example, should the selection aim to include at least one case per geographic region or intervention type (e.g., conditional cash transfers, life skills training, GBV prevention, community mobilization)?	Yes, at the minimum, one case study per region/intervention type should be included
6	While the RFP encourages national diversity and inclusion of vulnerable groups, it does not specify particular states to be covered. In previous IPE assignments, Rajasthan was included—could you confirm if there is a similar geographic preference or guidance for this assignment	The study should aim to capture pan India experiences, ensuring representation of all regions
7	How is IPE-CKD defining “good practices” for this RFP? Is there any framework or criteria that IPECKD or UNFPA currently uses to define and/or filter interventions to select a good practice? If yes, please provide access to that framework for our reference.	The selected agency is expected to identify and classify good practices aligned with the gender equity continuum

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8	What reference period would IPECKD like to provide as reference for mapping and scouting for identifying good practices to analyse, draw lessons and document – (1) since the start of Astitva National Project, (2) since the launch of RKSK or (3) since the five years prior to this assignment, or (4) any other period? Please provide your proposed reference period for this assignment.	10 years prior to the assignment
9	Are we expected to look for promising practices which are only documented and published in peer-reviewed journals, or will IPECKD also be open to considering inclusion of interventions also available through grey literature or even in social media, for filtering and shortlisting?	All interventions are open to be considered
10	Does the Client have an overall budget ceiling for this RFP? B) Please provide any applicable personnel rate caps or related cost assumptions.	No overall budget ceiling - financials submitted by bidding agencies will be considered for the most competitive bid, both from a technical and financial perspective
11	Would the firm have any shared ownership of the intellectual property resulting from this work, and would they be permitted to use it (in collaboration with UNFPA and/or IPE CKD) for publication or other external dissemination?	The intellectual property ownership will be shared between UNFPA and the successful bidder. Any re-publication or external dissemination will require prior approval from UNFPA
12	Does the review of adolescent girls' programming require IRB approval?	IRB approval will be required in case the agency is planning to engage directly with the adolescent girls
13	Would CKD/ UNFPA will provide administrative permissions if few case studies are focused on government program. For field interaction/ interviewing the personnel, would we require some administrative permissions?	The selected agency will be responsible for securing any permissions that may be required.
14	Is IPE Global expecting a detailed primary study for each selected model, or would a few key informant interviews suffice to gather insights?	A combination of both will be required – the selected agency is expected to have the necessary expertise to be able to identify and document good practices
15	Could you please clarify the nature of the study? Are we expected to conduct a dipstick or rapid assessment from a programmatic lens, possibly assessing program outcomes, or is the focus primarily on interactions with program team members?	Answered as part of Q1 above

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16	Once we identify a promising framework, who is responsible for identifying and reaching out to key stakeholders, particularly if they are no longer with the original organization? Will IPE Global support in facilitating these connections or provide access support?	The selected agency is expected to undertake all communication and outreach required
17	If program staff linked to a selected framework are unavailable, how should we proceed? Does IPE Global have suggestions for alternate contacts or a protocol for such cases?	Answered as part of Q3 above
18	Are there any priority states or regions IPE Global would like us to focus on, considering that a pan-India scope may be too broad to select just 5 - 6 models and still get a representative sample?	No priority States or regions - the study should aim to capture pan India experiences, ensuring representation of all regions
19	Is there a specific timeframe or period IPE Global has in mind for the frameworks to be considered? Should we focus on recent frameworks only, or are we free to select any model regardless of how old or new it is?	10 years prior to the study
20	Could CKD/UNFPA provide a more granular definition or a prioritized list of specific "minority communities" or "humanitarian settings" that are of particular interest for this study?	There is no focus on any particular minority community / humanitarian setting – it will depend on the context of the interventions
21	Are there specific indicators or criteria CKD/UNFPA uses to define "underserved populations" or "gaps" in existing programming, beyond the examples provided?	No – the submitting agency is expected to design the indicators/criteria, based on the context of the interventions
22	The scope of interest is to understand the nuances of implementing targeted solutions for specific marginalised groups and have solutions that can be replicated at scale. How much weightage needs to be given to balance these two expectations?	While scalability is a desirable criterion in selecting interventions, it needn't exclude targeted interventions that address the needs of specific marginalized groups – the documentation should record these considerations in the shortlisting process
23	4. Are we looking for multi-thematic programs to be documented or programs focusing on individual themes like adolescent health, education, SRHR, and Violence? If both, what weightage needs to be given?	All kinds of programmes (multi-thematic/singular focus) may be included

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24	Could CKD/UNFPA specify what constitutes "all regions of India" in the context of 5-6 case studies? For example, is it expected to cover specific socio-cultural zones (e.g., North, South, East, West, Central, Northeast) or a certain number of states?	Representation of diverse geographic/socio-cultural zones should be considered
25	Are there any specific "conflict-affected or tribal areas" that CKD/UNFPA would particularly like to see represented, given their unique challenges?	The agencies are free to include specific interventions based on the findings from the secondary research
26	What is the anticipated number of primary study locations for the 5-6 promising models? Does each model typically operate in one location, or are multiple sites expected per model?	Will depend on the nature of the intervention
27	Is there an expected balance between quantitative vs. qualitative documentation for the practices (e.g., case studies, impact narratives, photo documentation)	The documentation is intended to be predominantly qualitative
28	What is the expected depth of analysis regarding the intersectional vulnerabilities of these groups within the case studies?	Will defer to the submitting agency's expertise in applying intersectional analysis
29	Will CKD/UNFPA facilitate initial access to implementing partners or field sites for primary data collection?	The selected agency is expected to undertake all communication and outreach required
30	What is the expected process for "validation by subject matter experts"? Will CKD facilitate access to these experts, or is the bidder responsible for convening them? What are the typical timelines for this validation process, and what happens if the proposed long-list is not immediately approved?	The bidder is responsible for convening the meeting of subject matter experts, either online or offline. The group of experts will be finalized in a consultative manner with UNFPA. The proposed long list is not expected to be approved – the validation of the experts is for determining the shortlisted models that will be studied in-depth
31	When will "UNFPA's branding and publication guidelines" be provided, and what is their typical complexity (e.g., comprehensive style guide, specific templates)	It will be provided to the agency whose bid is successful
32	What specific types and formats of "supplementary materials" are expected (e.g., raw data files, high-resolution photos, short video clips, infographic data)? What is the expected volume?	Any data collected in relation to this study should be shared with UNFPA

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33	What are the specific ethical protocols and consent requirements for collecting and using "personal stories or quotes" from adolescent girl beneficiaries, especially concerning confidentiality and dignity? Are there specific consent forms or review processes required by UNFPA?	Please use the processes that have been put in place by your agency. Please ensure IRB approval is in place for direct interactions with adolescent girls
34	What is the intended scope or nature of the "prospective changes" that CKD reserves the right to make to the terms and conditions before signing the final contract? Will these changes be limited to minor administrative adjustments, or could they include fundamental alterations to the Statement of Work, payment terms, intellectual property rights, liability clauses, or other material aspects?	The nature of work is clearly outlined in the RFQ
35	What is the expected level of detail for the "Gantt chart" in the work plan, especially concerning its cross-referencing with quality assurance mechanisms?	The agencies are expected to use their judgment in designing the Gantt chart in the best possible manner – the level of detail and specificity will be evaluated through the competitive process
36	The TOR is silent on the Staffing requirements. Can you please share client expectations on the Proposed positions and qualifications of the core team?	The agencies are expected to use their judgment in determining the staffing requirement and qualifications – the submissions by different agencies will be evaluated through the competitive process
37	Please advise if CKD will deploy the Subject matter experts who would be validate the shortlisted promising models?	The bidder is responsible for convening the meeting of subject matter experts, either online or offline. The group of experts will be finalized in a consultative manner, with UNFPA
38	Is there a minimum or maximum length that each of case studies should adhere to?	This discussion will be had with the shortlisted agency
39	Please share the payment milestones associated with this contract.	Will be determined in consultation with the shortlisted agency
40	Can you share the indicative budget range for this assignment?	No indicative budget range - financials submitted by bidding agencies will be considered for the most competitive bid, both from a technical and financial perspective

****END OF CUERIES & CLARIFICATIONS****