

ADDENDUM 1 to Request for Tender AM 9225

Women in Leadership Journey Short Course for the Vietnam Australia Centre

Date: 23 November 2022

Questions/Notifications	Answer
<p>1. <i>Is there a maximum budget for the course?</i></p>	<p>No. Tenderers should refer to the Aid Adviser Remuneration Framework Australian Government Department of Foreign Affairs and Trade (dfat.gov.au) as a reference for key personnel design and delivery costs. Tenderers should make their own assessment of how much time will be required to design and deliver the course, noting that the number of days used to calculate these costs will normally be greater than the actual days required for course delivery. Both the Team Leader and the coordinator will need to work some additional days on course preparation, administration and logistics, and in preparing the Completion Report and Financial Report.</p> <p>Reimbursable costs will be negotiated with the preferred tenderer in accordance with Aus4Skills' Guidelines for Contracted Providers (tetratechasiapacific.com) and are not required to be submitted at tender.</p>
<p>2. <i>Please clarify what is meant by "30 days of inputs" referred to under Step 5 Core activities in Vietnam.</i></p>	<p>30 days is the approximate number of days the provider should spend on designing and delivering Step 5 Core Activities in Vietnam.</p>

Tenders must be submitted by 2 December 2022, 5:00 pm South Australian time.

End of Addendum 1.