

Clarifications Q&A – Long-Term Follow-Up Survey (LTFUS), Gaza Province, Mozambique

Q1. Sample Database & Tracking Pilot Data

Question

Will 3ie provide the complete tracking survey report (unredacted) and the full updated contact database from the April 2026 pilot, including GPS coordinates and phone numbers, to the selected firm prior to or at contract signing? What format will the sample database be delivered in (Stata, Excel, CSPro), and will it include all 2008 baseline variables relevant for identity verification?

Response

The selected firm can expect to receive relevant input, including supporting databases necessary for implementing the LTFUS.

The materials expected to be shared include:

- Tracking pilot field report;
- Updated tracking database and contact information;
- Available GPS coordinates;
- Phone numbers and alternative contact details where available;
- Relevant baseline identifiers and variables necessary for respondent verification and tracking.

Data sharing will occur after contract signature and completion of the necessary data protection and confidentiality procedures.

The database is expected to be shared in commonly used formats such as Stata (.dta), Excel (.xlsx/.csv), and/or CSPro-compatible formats, depending on the dataset component.

Personally identifiable information (PII) will be shared on a need-to-know basis and under strict data protection protocols.

Q2. CSPro Instruments

Question

At what stage of development are the four CSPro instruments? Will instruments be provided in draft form at inception, or will the firm co-develop them?

Response

The instruments are currently under active development and refinement by the research team.

The selected firm will be expected to collaborate closely with 3ie during the preparation phase, including:

- Reviewing draft instruments;
- Supporting translation refinement where necessary;
- Participating in piloting and testing;
- Supporting implementation-oriented adjustments;
- Contributing to operational flow improvements.

The expectation is that draft versions of the tools will be made available during the inception/preparation phase, while final approved versions will be delivered prior to enumerator training and field piloting.

The selected firm is not expected to independently design the instruments from scratch, but operational implementation support and technical collaboration will be important.

Q3. Survey Duration and Respondent Burden

Question

Will cognitive assessments be administered in the same sitting? Is there a protocol for splitting interviews?

Response

The estimated survey duration of approximately 120–180 minutes reflects the expected average total respondent engagement time, including multiple survey modules.

Whenever operationally feasible, interviews should be completed in a single sitting. However, the research team recognizes that interview splitting may occasionally be necessary due to:

- Respondent fatigue;
- Time constraints;
- Participant availability;
- Local logistical conditions.

The selected firm should therefore plan for operational flexibility to accommodate revisits and split sessions where necessary. Firms are encouraged to budget conservatively and account for potential return visits in productivity assumptions.

Q4. Phase 1 vs Phase 2 Productivity Assumptions

Question

Do productivity assumptions include travel time, failed attempts, and community meetings?

Response

Yes. The productivity assumptions provided in the ToR should generally be interpreted as operational averages that account for real-world field implementation conditions.

This includes:

- Travel time;
- Community entry and meetings;
- Respondent tracing activities;
- Failed contact attempts;
- Scheduling and revisiting activities;
- Interview administration;
- Daily field logistics.

The lower productivity assumptions in Phase 2 (Deep Search) specifically reflect the anticipated increased complexity of tracking hard-to-find respondents.

These figures should therefore not be interpreted as completed interviews per interview-only day, but rather as broader field productivity assumptions.

Additional operational refinements may be discussed during inception.

Q5. South Africa Sub-Contracting

Question

Must a South African partner already be formally engaged at the proposal stage?

Response

At the proposal stage, firms are expected to demonstrate credible operational capacity and a realistic plan to implement activities in South Africa, where applicable.

A fully executed subcontract agreement is not necessarily required at the submission stage, provided the proposal:

- Clearly describes the proposed operational arrangement;
- Identifies potential partner organizations or consultants where possible;
- Demonstrates realistic implementation capacity.

Formalization of partnerships may occur during the contracting or inception phase.

At this stage, no official pre-approved list of South African firms is expected.

Q6. IRB / Bioethics Approval

Question

Will the selected firm need to support new ethics submissions?

Response

The study already operates within an established research framework and has ethical approvals for previous study phases; however, renewed ethics and administrative approvals, as well as any amendments, renewals, endorsements, or operational authorizations, are still required before implementation.

The selected firm will lead the ethics and administrative approval process, including preparation of operational documentation and implementation-related inputs.

The 3ie research team will provide the required scientific and ethics-related content for the proposal, and the principal 3ie research team should be named on the approvals.

The study is expected to operate under the Mozambican ethical oversight framework, including relevant national and/or provincial bodies as required.

Firms are encouraged to budget conservatively for ethics-related administrative costs and timelines.

Q7. School Administrative Data — Scope and Feasibility

Question

Can 3ie share the preliminary school list and clarify record availability expectations?

Response

A preliminary list of schools and administrative data collection sites is expected to be shared with the selected firm during the inception phase.

The final scope and school list may still be refined based on:

- Field verification;
- Accessibility;
- Availability of historical records;
- Administrative approvals;
- Operational feasibility.

The 3ie research team recognizes that:

- Some records may be incomplete;
- Some schools may have partial archives;
- Historical records may have been damaged, lost, or destroyed due to environmental or operational factors.

The selected firm will be expected to document record availability systematically and apply standardized procedures for handling missing or incomplete records.

The analytical value of partial records remains important, and schools should not automatically be excluded solely because records are incomplete.

Further operational guidance regarding school engagement procedures and documentation standards will be provided during implementation.

Q8. AI-Assisted Digitization Pipeline

Question

What role will the selected firm play in the AI-assisted OCR workflow?

Response

The AI-assisted digitization and OCR pipeline is being developed by the research team and associated technical collaborators.

The selected firm's primary expected role is anticipated to focus on:

- High-quality image capture;
- Proper organization and labeling of records;
- Secure data transfer procedures;
- Supporting manual verification and quality control where needed.

The selected firm is not currently expected to independently develop the OCR or machine learning pipeline.

Operational standards regarding:

- Image quality;
- Lighting;
- Framing;
- File formats;
- Resolution requirements;
- Data transfer protocols;

will be shared during implementation preparation.

Firms are encouraged to budget for adequate handheld image-capture devices that can capture images with a minimum resolution of 24MP and have at least 256GB of storage (e.g., the latest generation of phones), support manual extraction (~156 pages per school), and include quality assurance procedures.

Q9. Videoconference Interviews

Question

How should videoconference interviews be handled and compensated?

Response

Videoconference interviews are expected to be used only in exceptional situations where in-person interviews are not operationally feasible, for example, if a subject is located in a foreign country other than South Africa.

At this stage, the anticipated volume of such interviews is expected to be very limited.

The selected firm should nevertheless demonstrate operational flexibility and capacity to support remote interviews over recorded video conference calls (Microsoft Teams, Zoom & Google Meet) where approved by the research team. Compensation for previously approved, valid, and complete surveys completed by video-conference will be compensated at either Price A or B as per Table 1 - Price Schedule in the TOR.

Additional operational guidance regarding documentation procedures, verification protocols, and implementation requirements for approved videoconference interviews will be provided during implementation preparation.

Q10. Proxy and Refusal Classification

Question

How will refusals and proxy interviews be treated operationally?

Response

The study includes standardized procedures for handling:

- Refusals;
- Proxy interviews (Incarcerated or Deceased respondents);
- Unsuccessful tracking outcomes.

Stringent verification procedures by the selected Firm and 3ie will be used for refusal cases to ensure quality assurance and proper classification.

Proxy interviews will be conducted for participants who are inaccessible (e.g., incarcerated or deceased respondents). These interviews should be administered to the parent or the closest available caregiver/family member who is sufficiently familiar with the target participant and able to provide reliable information about their circumstances and outcomes.

Proxy interviews are expected to follow a reduced, adapted questionnaire structure focused primarily on collecting essential information on the respondent's status, educational trajectory, migration history, livelihood outcomes, and other key study indicators, where feasible.

Proxy interviews will be verified by Supervisors and may be subject to independent verification by 3ie.

Q11. Payment Schedule Timing

Question

Can milestone dates be adjusted if delays occur?

Response

The payment schedule outlined in the ToR is intended to provide a preliminary implementation framework.

While the objective is to adhere to established timelines, the research team recognizes that operational realities such as:

- Ethics approvals;
 - Administrative authorizations;
 - Logistics;
 - Weather conditions;
 - Respondent mobility;
- may affect field implementation timelines.

Reasonable implementation adjustments within the established 11-month project timeline may therefore be considered where justified and agreed upon during contract management. It is unlikely that the total project timeline will be extended beyond 11 months.

Additional details regarding:

- Minimum milestone thresholds;
- Invoicing procedures;
- Payment processing timelines;

will be clarified during contracting and inception.

Q12. Due Diligence Assessment (DDA)

Question

What is the expected DDA process and timeline?

Response

Please see Appendix C in the TOR for due diligence requirements. The Due Diligence Assessment (DDA) process forms part of 3ie's standard organizational compliance and contracting procedures.

Shortlisted firms may be requested to provide documentation including, but not limited to:

- Organizational registration documents;
- Tax compliance certificates;
- Audited financial statements or other financial documentation;
- Organizational policies and procedures;
- Safeguarding, ethics, and data protection policies;
- References and documentation to demonstrate relevant past performance.

The timeline for completing the DDA process may vary depending on the completeness of the documentation provided and the firm's responsiveness. Firms are therefore encouraged to begin preparing organizational compliance documentation in advance to avoid delays in contracting.

Q13. Team Composition and Key Personnel

Question

Can key personnel be subcontracted consultants?

Response

The research team is primarily interested in ensuring that the selected firm demonstrates dedicated, qualified, and experienced personnel capable of successfully implementing the study.

Key personnel may therefore potentially include:

- Full-time staff;
- Long-term consultants;
- Specialized subcontracted experts;
provided that:
- Roles and responsibilities are clearly defined;
- Availability is confirmed;
- Appropriate supervision and accountability structures are in place.

Firms are encouraged to submit CVs or concise professional profiles for key proposed personnel wherever possible.

Q14. Incentives for Respondents

Question

What forms of incentives are acceptable?

Response

The use of respondent incentives should follow ethical, operational, and contextual appropriateness considerations. Incentives should be non-coercive. At this stage, no single mandatory incentive modality has been prescribed.

Acceptable forms may potentially include:

- Airtime;
- Mobile money;
- Small cash reimbursements;
- Modest in-kind compensation;

subject to ethics guidance and final agreement with and approval by 3ie.

The selected firm should budget for incentives as requested in the Terms of Reference.

Q15. Can organizations without direct institutional experience in large-scale household surveys apply under this call?

Response

As indicated in the Terms of Reference, only legally registered organizations in Mozambique, or consortia of such registered organizations, are eligible to apply under this call.

Within eligible proposals, the qualifications and experience of the proposed key personnel, consortium members, and technical partners will be considered as part of the technical evaluation. Demonstrated experience in implementing large-scale household and tracking surveys, particularly in the Mozambican context, will form an important component of the assessment. Bidders are therefore encouraged to provide all available supporting documentation demonstrating both institutional and individual experience relevant to the assignment.

Q16. Is the firm that conducted the tracking survey in April 2026 eligible to apply under this call?

Response

Yes. The firm that conducted the tracking survey in April 2026 would also be eligible to submit a proposal under the present call, subject to compliance with the applicable procurement requirements and procedures.

Q17. Consortium Composition and International Technical Partners

Question

Can a consortium led by a Mozambique-registered organization include a non-Mozambican technical lead or subcontractor, and can their experience be considered in the evaluation?

Response

As indicated in Section 12 of the Terms of Reference, only legally registered organizations in Mozambique, or consortia composed of such registered organizations, are eligible to apply under this call.

Eligible applicants may engage non-Mozambican entities as technical partners or subcontractors, where relevant to the assignment. The experience, qualifications, and proposed personnel of such technical partners may be presented as part of the overall technical proposal and will be considered during the technical evaluation.

However, members of the eligible bidding consortium must themselves be legally registered organizations in Mozambique, in accordance with the eligibility requirements set out in the Terms of Reference.

All partnership arrangements should be clearly described in the proposal, including the roles and responsibilities of each entity.

Q18. South Africa Partner Identification

Question

Must the South Africa partner be identified at the proposal submission?

Response

Bidders are encouraged to identify in the proposal any key partners, subcontractors, or collaborating organizations expected to play a significant role in implementing the assignment, including any proposed South Africa-based data collection partners.

Where such arrangements have not yet been finalized at the time of submission, bidders should clearly describe the proposed approach for identifying and engaging appropriate partners during inception and implementation, including any assumptions reflected in the technical and financial proposals.

Q19. Due Diligence Assessment for Consortium Members

Question

Will the Due Diligence Assessment (DDA) be applied only to the organization leading the consortium, or to all consortium members and major subcontractors? Can 3ie share the DDA questionnaire in advance?

Response

3ie will conduct the Due Diligence Assessment (DDA) for the organization with which 3ie would directly sign the agreement (i.e., the lead organization). Depending on the consortium structure, budget allocation, and risk considerations, 3ie may request additional information about key consortium partners or subcontractors, including details on the selection and oversight processes followed by the lead organization.

The lead organization will be responsible for conducting appropriate due diligence and oversight of its consortium partners, technical partners, and subcontractors in accordance with its own organizational policies and procedures and in full compliance with the contractual terms established with 3ie

A detailed DDA questionnaire will be shared with shortlisted or selected organizations at the appropriate stage of the procurement and contracting process.

Q20. Fixed Costs Scope

Question

What categories of cost are expected under the fixed-cost component?

Response

The Fixed Costs line is intended to cover non-variable costs associated with implementing and managing the assignment. This may include, but is not limited to, management and coordination costs, training, equipment, programming, and ethics review-related costs necessary for implementation.

Bidders may propose allocating costs within the fixed-cost envelope in accordance with their proposed implementation approach and operational requirements. However, all proposed costs should be clearly justified, reasonable, and directly related to the successful delivery of the assignment.

Q21. Foreign Country Price Application**Question**

How should Price C for foreign-country interviews be applied?

Response

Price C applies to interviews conducted with respondents located outside Mozambique, in accordance with the requirements and conditions set out in the Terms of Reference.

As indicated in the Terms of Reference, surveys are expected to be conducted in person. In exceptional circumstances, such as when respondents are located outside Mozambique and South Africa, videoconference interviews may be permitted, subject to prior written agreement with 3ie. Surveys completed by videoconference will be subject to payment at Prices A or B.

Bidders should clearly describe the assumptions underlying the cost of foreign-country interviews in their proposed budget and technical approach.

Q22. Indirect Cost Recovery Cap**Question**

How should the 10% indirect cost cap be interpreted?

Response

The applicable ceiling for indirect cost recovery and administrative/overhead costs under this assignment is 10% of the total contract value, as indicated in Section 8 of the Terms of Reference.

This ceiling applies to the proposal as a whole, including any consortium or sub-contracting arrangements. Bidders should clearly present and justify any indirect, administrative, financial management, or overhead costs included in the proposed budget.

Q23. Sample Frame Status

Question

Can 3ie share updated sample frame statistics following the tracking pilot?

Response

Updated information from the tracking pilot, including operational tracking outcomes and sample frame refinements, is expected to be shared with the selected firm during the inception phase.

The research team recognizes the importance of these statistics for operational planning and productivity estimation.

At this stage, bidders are encouraged to base proposals on the implementation assumptions and parameters provided in the Terms of Reference.

Q24. Survey Instrument Length and Pilot Findings

Question

Will draft questionnaires or pilot findings be shared before submission?

Response

The research instruments remain under active refinement and are expected to continue evolving during the preparation phase.

Selected firms are expected to collaborate with the research team during piloting and implementation preparation.

While full instruments may not be finalized prior to proposal submission, additional operational guidance and relevant implementation findings may be shared during inception and training preparation.

Q25. School Records Timeframe and School Count

Question

Can 3ie confirm the timeframe for the school records and whether the 69-school count is fixed?

Response

The school records component is expected to cover historical administrative records over an extended longitudinal period as outlined in the Terms of Reference.

The exact timeframe and final number of schools are subject to updating based on:

- Field verification;
- Accessibility;
- Availability and quality of records;

- Operational feasibility.

The selected firm should therefore maintain reasonable implementation flexibility within the proposed approach.

Q26. School Record Volume and Ground-Truth Encoding

Question

Can 3ie share estimates of record volume and expected manual validation requirements?

Response

The volume and structure of historical school records are expected to vary substantially across schools and years.

The selected firm should therefore plan for variability in:

- Record availability;
- Archive organization;
- Physical condition of documents;
- Manual verification requirements.

Additional operational guidance regarding image capture protocols and any manual validation or ground-truth encoding procedures will be provided during implementation preparation.

Q27. Definition of Complete School Records

Question

What constitutes a “complete” school administrative data case?

Response

The definition of a sufficiently complete school administrative dataset will be guided by standardized operational procedures and protocols developed jointly during implementation preparation.

The research team recognizes that historical records may vary substantially in completeness across schools.

The selected firm will be expected to document:

- Record availability;
- Missing materials;
- Data quality constraints;
- Operational limitations;
using standardized reporting procedures.

Q28. Additional Language Requirements

Question

Will interviews require languages beyond Portuguese and Changana?

Response

The primary operational languages are expected to remain Portuguese and Changana. However, depending on respondent migration patterns and geographic distribution, additional language capacity may occasionally be required.

Firms are encouraged to demonstrate operational flexibility and to consider how language support could be mobilized, if needed, for respondents located outside the primary study areas.

Q29. Audio Recording Storage and Access

Question

How should audio recordings be managed and stored?

Response

Audio recordings are expected to form part of the study's quality assurance and supervision procedures.

The selected firm will be expected to follow secure data protection and confidentiality protocols regarding:

- Storage;
- Transfer;
- Access management;
- Retention;
- Secure handling of sensitive information.

Additional technical guidance regarding storage systems, transfer procedures, and access permissions will be provided during implementation preparation.

Q30. Team Sizing Flexibility

Question

Can bidders propose alternative team structures?

Response

The team configurations provided in the Terms of Reference should generally be interpreted as indicative parameters for implementation.

Bidders may propose alternative staffing structures and operational configurations, provided that the proposed approach:

- Is technically justified;
- Remains operationally realistic;
- Demonstrates capacity to meet quality standards and timelines.

The proposal should clearly explain the rationale behind any significant deviations from the indicative structure.

Q31. Treatment of Unlocated Subjects

Question

How should unlocated respondents be treated operationally?

Response

The study includes standardized procedures for documenting unsuccessful tracking outcomes and unlocated respondents.

The selected firm will be expected to maintain detailed documentation of tracking efforts, including:

- Contact attempts;
- Community verification;
- Mobility information;
- Referral chains;
- Deep search procedures.
- Enumerator and supervisor reports when applicable

Additional guidance regarding classification rules and documentation standards will be provided during implementation preparation.

Q32. Videoconference Interview Compensation

Question

How will videoconference interviews be compensated?

Response

Videoconference interviews are expected to remain exceptional and subject to prior approval by the 3ie research team.

Compensation arrangements for such interviews will follow the applicable pricing and operational guidance established in the Terms of Reference and any subsequent implementation guidance.

Videoconference interviews will be compensated at Prices A or B agreed in Table 1-Price Schedule.

Further clarification regarding specific country categories and compensation modalities may be provided during contracting.

Q33. IRB Approval Timing for South Africa

Question

What are the expectations regarding South Africa's ethics approvals?

Response

The selected firm should anticipate supporting any operational or country-specific ethics and administrative requirements relevant to implementation activities outside Mozambique. Given the anticipated number of subjects residing in South Africa, we expect that ethics approval (in South Africa) will be required.

The principal research team is expected to provide overall coordination and supporting documentation where necessary.

Given the potential duration of ethics review processes in some jurisdictions, firms are encouraged to plan timelines conservatively and demonstrate proactive operational readiness.

Q34. CSPro Programming and Cloud Repository Support

Question

What level of CSPro modification will the firm be allowed to make?

Response

The 3ie research team will provide core CAPI instruments and the central data infrastructure necessary for implementation.

The selected firm is expected to support:

- Field testing;
- Operational refinements;
- Error identification;
- Implementation-related adjustments and fine-tuning of the CAPI instruments; under the coordination of the 3ie research team.

Additional technical guidance regarding programming permissions, workflows, and change management procedures will be provided during inception.

Q35. Proposal Page Limit

Question

What materials are included within the 15-page limit?

Response

Bidders should follow the proposal formatting and submission instructions outlined in the Terms of Reference.

Unless otherwise specified, the primary page limit generally applies to the core technical narrative sections.

Supporting annexes, forms, CVs, budget templates, and supplementary materials may be treated separately where indicated in the submission instructions.

Bidders are encouraged to maintain concise and well-structured proposals.

Q36. Budget Template Submission

Question

How should the budget template be submitted?

Response

Bidders should use the budget template (in Excel format) referenced in the Terms of Reference. If bidders have trouble accessing the template, they may contact us using the email address provided in the ToR.

The financial proposal/budget should be submitted as a standalone Excel file to preserve formulas and enable review of the underlying calculations. The technical proposal, however, may be submitted in either MS Word or PDF format, in accordance with the submission instructions in the Terms of Reference.

Q37. CNBS Approval of the Tracking Pilot

Question

Could you clarify whether approval was obtained from the CNBS to conduct the pilot study finalized in April 2026? If so, could you share the approval and respective response from the CNBS?

Response

Approval for the tracking pilot finalized in April 2026 was obtained from the CNBS in Mozambique, and it was implemented within the broader framework of the ongoing Long-Term Follow-Up Study preparation activities and associated ethics and administrative processes.

Relevant ethics and administrative approvals and/or operational authorizations applicable to the pilot activities were managed by the principal research team in accordance with institutional and national requirements.

Any ethics documentation required to be shared with the selected firm will be provided subject to institutional data sharing, confidentiality, and administrative procedures.

Additional guidance regarding ethics approvals and operational authorizations relevant to the main LTFUS implementation will be provided during inception and contracting.

Q38. Audio Recording Monitoring Responsibilities

Question

Will 3ie monitor the audio recordings, or is the contracted survey firm expected to be responsible for this monitoring?

Response

Audio recordings are expected to form part of the study's quality assurance and supervision framework.

The contracted survey firm will be expected to implement routine internal quality control procedures, including monitoring and review of audio recordings as part of field supervision and data quality assurance activities.

The 3ie research team will additionally conduct independent or complementary quality assurance reviews, audits, or spot checks.

Detailed operational procedures, quality thresholds, review workflows, and escalation protocols will be finalized during training and implementation preparation.

Q39. Inclusion of Pilot Participants in the Final Sample

Question

Please confirm whether the 150 participants from the April 2026 pilot will be included in the final sample.

Response

The tracking pilot was primarily conducted to support operational testing, feasibility assessment, and refinement of tracking procedures.

Pilot participants will form part of the LTFUS study sample.

Additional guidance regarding treatment of pilot cases, re-contact procedures, and integration into the final sample framework will be provided during implementation preparation.

Q40. Access to Pilot Report Appendices

Question

Could you please provide the appendices to the Pilot Report concluded in April 2026?

Response

Additional pilot documentation and supporting materials may be shared with the selected firm during the inception and implementation preparation phase, subject to data protection, confidentiality, and operational considerations.

The research team will determine which supporting materials are necessary for operational implementation and can be appropriately shared with contracted partners.

Q41. Simultaneous Collection of School and Household Data

Question

Is it possible to collect the school administrative data at the same time as participant/household data collection?

Response

Yes. The simultaneous implementation of household/participant interviews and school administrative data collection may be operationally feasible and may help improve overall implementation efficiency in certain locations. An important operational consideration for school administrative data collection is that the 2026 school year is finalized and that school records are accessible. We expect these conditions to prevail once schools are back in session at the beginning of the 2027 school year.

The final sequencing and integration of these activities will depend on:

- Field logistics;
- Team structure and capacity;
- School accessibility and availability of records;
- Administrative permissions;
- Data quality considerations;
- Operational timelines.

Bidders are encouraged to propose practical and efficient implementation approaches, including parallel or coordinated field activities where appropriate.

Additional Notes

- This clarification document is intended to support proposal preparation and may be updated periodically as additional questions are received.
- Responses may evolve as operational planning progresses.
- Final implementation guidance will be provided to the selected firm during contracting and inception.