

## ADDENDUM 1 to Request for Tender AM 12388

24 April 2025

### Knowledge Exchange to Australia on Public Sector Reform

Questions/Notifications	Answer										
1. Does the 10-day duration of the Study Mission include weekends and public holidays?	Yes. For example, if participants leave Vietnam on 5 or 6 July, the program should commence on 7 July and end on 15 July. Participants should fly back to Vietnam on 16 July. Cultural activities should be arranged for participants on Saturday and Sunday.										
2. Should the cost of interpretation services and associated equipment be included in the proposed reimbursable budget?	Yes. Please estimate AUD 1,300 per day for interpretation services and a lump sum of AUD 2,000 for equipment rental.										
3. Should the administrator/coordinator be based in Australia or Vietnam?	Tenderers should nominate an administrator/coordinator based in Australia.										
4. What per diem rate should be applied for participants and interpreters?	<p>Please apply the AUD 94.60 per diem rate specified in the Aus4Skills <a href="#">Guidelines for Contracted Providers</a>. The following amounts should be deducted from the per diem rate for meals provided in Australia:</p> <table><tr><th>Breakfast</th><th>Lunch</th><th>Dinner</th><th>Incidentals</th><th>Total</th></tr><tr><td>\$18.90</td><td>\$28.40</td><td>\$28.40</td><td>\$18.90</td><td>\$94.60</td></tr></table>	Breakfast	Lunch	Dinner	Incidentals	Total	\$18.90	\$28.40	\$28.40	\$18.90	\$94.60
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Tenders must be submitted by 5 May 2025, 5:00 pm South Australia Time.

End of Addendum 1.