

ADDENDUM 2 to Request for Tender AM 13017

Vietnam Australia Centre Strategic Leadership Course

Date: 10 March 2026

Question	Response
1. Can you confirm whether the 2-hour online follow up meeting is expected to take place within the September delivery timeline, or is there flexibility around when it can be scheduled?	Yes - there is flexibility in when this meeting is held. It is recommended that this meeting take place approximately one month after the final symposium to allow sufficient time for participants to progress their workplace-based application projects.
2. Is it acceptable for the mentoring component to be delivered in a group format, rather than solely one-to-one?	The mentoring component should include at least some targeted one-to-one mentoring, but aspects of the mentoring program which are relevant to more than one participant may be delivered in group format.
3. Can the workplace-based application projects be completed in group teams, or must they be completed individually by each participant?	A workplace-based application project must be completed individually by each participant.
4. Are there prescribed DFAT daily rates for personnel? Should all personnel (faculty members, guest speakers, welfare officer, etc) be given the same daily rate?	There are no prescribed DFAT daily rates and Aus4Skills Phase 3 is no longer subject to DFAT's AID ADVISER REMUNERATION FRAMEWORK (ARF) . However, ARF rates can be used as a guide in determining Activity design and delivery costs. Daily rates for personnel will likely differ, depending on the personnel's expertise and role in the delivery team (i.e. technical inputs versus administrative support).

5. What is the budget for this activity?

Tenderers are expected to make their own assessment of the costs associated with designing and delivering the Activity, based on previous experience with DFAT-funded activities and reference to the ARF as a general guide. Note that the number of days used to calculate these costs will be greater than the actual days required for Activity delivery and should incorporate course design and preparation, administration and final reporting.