1. Solicitation No. 12210/ZM
2. Solicitation Name International Office Salary Scale Review
3. Issue Date January 22, 2020
4. Closing Date February 14, 2020
5. Solicitation Amendment No. 1
6. Solicitation Amendment Date January 30, 2020

7. The above numbered solicitation is amended as set forth in Item 9 below.

8. The hour and dates specified for receipt of proposals/quotations: ☒ is not extended; ☐ is extended as described in Item 9 below.

9. Description of Amendment/Modification:

The purpose of this solicitation amendment is to inform prospective offerors/bidders that the above numbered solicitation is hereby amended to provide responses to questions as follows.

**QUESTION:** The RFP states that the performance period is for one year and may be renewed annually up to 5 years. Would you like us to include options based on a one-year contract, as well as a multi-year contract (in case of a renewal)?

**ANSWER:** Yes, please provide the pricing for one year as well as any relevant information for possible multiple year agreements.

**QUESTION:** The RFP states that IIE last reviewed salary scales for its 12 international offices in October 2019. Are there target dates for this performance period?

**ANSWER:** We expect work to begin on this project immediately upon finalizing the agreement with the selected vendor and will take the vendors recommended timeline into consideration.

**QUESTION:** How would IIE describe its target market reference group for market analysis?

**ANSWER:** IIE falls within both the International Non-Profit/NGO and International Education sectors. Further detail can be provided upon project initiation.

END OF AMENDMENT