

ADDENDUM 1 to Request for Tender AM 13360

Women in Leadership Journey Course

Date: 26 March 2026

Question	Response
<p>1. What is the budget for this activity?</p>	<p>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 AID ADVISER REMUNERATION FRAMEWORK (ARF) as a general guide. Note that the number of days used to calculate these costs will be greater than the actual days required to deliver the Activity and should incorporate course design and preparation, administration and final reporting.</p>
<p>2. To support continuity and build on prior learning, could you provide any examples from previous WILJ cohorts such as agendas or examples of examples of site visits or partner organisations engaged?</p>	<p>Agendas from previous WILJs will be shared with the successful tenderer for reference in program design and delivery prior to contracting.</p> <p>Examples of site visits and partner organisations in Australia include: the Australian Human Rights Commission; the Office for Women; the Department of Foreign Affairs and Trade; the Queen Victoria Women’s Centre; and relevant women in leadership/gender related institutes at universities.</p> <p>Examples of guest speakers in Vietnam include: Vietnamese female leaders; representatives from the Vietnam Women’s Union at provincial level; Disabled People’s Organisations (DPOs); social enterprises; and organisations such as the ECUE (Gender Equality, Diversity, and Inclusion).</p>

3. Step 4 specifies delivery in “two locations in Australia”. Can the locations be a capital city and a regional city, or are visits to two capital cities preferred?

Tenderers should make a determination of the proposed locations for the in-Australia component based on site visits and engagements that offer the greatest value to participants and align with the learning objectives of the course. It is recommended that participants visit at least two states during their time in Australia.

4. Please advise whether tenders should propose an optional academic credit, micro-credential, or Recognition of Prior Learning (RPL) pathway.

Part B: Scope of Services specifies that the selected service provider will award participants with a Certificate of Completion following completion of the Activity and any articulated course credit (if relevant).

Tenderers may propose an optional academic credit, micro credential, or Recognition of Prior Learning (RPL) pathway in their proposal, however, this will not be a requirement for participants to complete the activity.

5. Submission deadline

The submission deadline for this tender has been extended to **8 April 2026**.