

Minutes of Pre-Proposal Conference

Mobile Telephone Services Contract

U.S. Embassy Tallinn

Solicitation SEN100-15-Q-0001

Date: February 6, 2015

Time: 10:00

Location: 2nd floor Conference Room

The purpose of the pre-proposal conference is to provide clarification to government requirements, highlight areas of special interest, and emphasize major goals and to answer questions.

1. Opening remarks and Introduction, Sign-in – Eric R. Jacobs, Contracting Officer (CO)
2. Explanation of the contracting process and procedure of handling questions.

It is common for prospective offerors to raise questions about various aspects of the solicitation. Offerors will be asked to submit **questions in writing**, so that a response can be prepared and issued to **all offerors** on the mailing list. The Contracting Officer will provide reasonable answers to all questions received.

Not all questions have ready answers. In some cases, the answer is simply to reiterate what the solicitation says. Offerors are responsible for independently pricing and preparing their offers. - Eric R. Jacobs, Contracting Officer (CO)

3. Questions and Answers:

Question 1: Can you please specify the definition on Facility code in SF-1449 section 17?

Answer : Estonian local business registration number may be indicated there.

Question 2: In Section 1- The Schedule, II Pricing table the amount of mobiles is defined as 1152 – please specify how this number is calculated?

Answer: This number applies to a mobile phone number. The Embassy currently has 96 numbers. The amount 1152 is 96 multiplied by 12 months.

Question 3: CONTINUATION TO SF-1449, 1.1 Smart Mobile Telephone Equipment: it is stated that you require, Personal Hands Free Unit / Fixed Hands-Free Kit, Belt Clip or Pouch“ :

With „Personal Hands Free Unit / Fixed Hands-Free Kit“ are you referring to headphones with a microphone?

Answer: Yes, a head-set

Do you mean that if these products (Personal Hands Free Unit and/or Fixed Hands-Free Kit and/or Belt Clip or Pouch) are not included in the standard vendor package, you would like to purchase them separately?

Answer: The protective cover should be included.

Section 3 – Solicitation Provisions:

A.2.

(4) Evidence that the offeror/quoter can provide the necessary personnel, equipment, and financial resources needed to perform the work;

Question 4: Is our written confirmation of such capabilities considered as satisfactory evidence?

Answer: Yes, your written confirmaiton will be suffiient. Be prepared to provide actual documents upon request.

(5) The offeror shall address its plan to obtain all licenses and permits required by local law (see DOSAR 652.242-73 in Section 2). If offeror already possesses the locally required licenses and permits, a copy shall be provided.

Question 5: Is our written confirmation with references to obtained licenses (with numbers, dates etc) considered as satisfactory evidence?

Answer: Yes, your written confirmaiton will be sufficient by giving a list of official liccenses. Be prepared to provide actual copies of these documents upon request.

*(6) Information on Connectivity within **Estonia***

Question 6: Is connectivity information (connectivity maps, quality KPI's etc) presented on our official website considered as satisfactory evidence?

Answer: Yes, please include an internet link also.

(7) List of International Roaming contracts.

Question 7: please specify what kind of roaming contracts information do you require?

Answer: Please provide a list of special roaming contracts you have negotiated for EU, USA, Russian, Ukraine, and Thailand.

(8) Offeror is required to provide a copy of the Rate Plan Subscription

Question 7: Is our written confirmation of such capabilities considered as satisfactory evidence?

Answer: This paragraph will be removed from and an amendment to the solicitation will be issued.

(9) Offeror is required to provide a Price List for accessories.

Question 8: Is the financial and technical information presented on our official website considered as satisfactory evidence?

Answer: Yes, please provide an Internet link also.

Question 10: If new questions should arise after the 30th of January, how can we present the questions and receive answers to those questions?

Answer: Questions should be asked at the pre-bid Conference, if possible please send questions by e-mail in advance. Additional questions should be submitted to Contracting Officer and cc to COR (jacobser@state.gov , cc: jarvekulgi@state.gov) via e-mail by 14:00 on February 11, 2015.

Question 11: Price List indicates 8 smart phones, what kind do you have in mind?

Answer: Smart phones, similar to the ones listed in the solicitation under government furnished property.

Question 12: Why was AS EMT chosen as winner during previous solicitation?

Answer: The best offer was chosen as the winner.

Question 13: Do you plan to move current phone number to new service provider after award.

Answer: Yes.

Question 14: Could you please specify regions under International Roaming in the price list?

Answer: Yes, regions will be specified for International roaming both for incoming and outgoing calls as EU, USA, Russia, Ukraine, Thailand. A modification to the solicitation will be issued to cover this change.

Question 15: Could you please specify the cellular internet data on the price list in bytes?

Answer: Yes, the cellular internet data will be indicated in bytes. A modification to the solicitation will be issued to cover this change.

Question 16: What do you mean under Call Filter?

Answer: Service for blocking off certain unwanted number.

4. Additional Information

- MMS cannot be sent abroad.
- Charges for Mobile-ID are government taxes.
- Most smart phones allow in their settings to block off certain unwanted phone number. A tool to be used vice call filter service.
- Tele2 near supports service and EMT will also have this service available in the near future.