

Site Visit / Pre-Proposal Conference

January 29, 2015 at 10:00

Solicitation SIZ10015Q0028

Internet Dedicated Bandwidth with Wi-Fi/Wireless Connectivity Services at the Sully Compound, PAX Terminal and MWR sites located at the U.S. Baghdad Diplomatic Support Center in Baghdad

The Contracting Officer welcomed participants to the conference and made introductions of the Embassy representative present

Introduction:

James Oden–BDSC GSO, Contracting Officer

Hussain T.– Translator

Bakhodir Salakhutdinov – Procurement Specialist

Purpose

The purpose of the site visit/pre-proposal conference was to provide interested companies a better understanding of the subject procurement so that they can provide a more comprehensive proposal addressing the Government requirements.

Direct any questions regarding this solicitation to BaghdadGSOProcurement@state.gov. All questions must be submitted in writing no later than January 30, 2015, 17:00 local time.

The site visit/pre-proposal conference agenda and all questions and answers will be posted on the Embassy's website. Offerors should check the web pages at all times to be kept up to date.

This is a firm-fixed-price indefinite delivery/indefinite quantity (IDIQ) contract to acquire Internet services with Wireless connectivity on the basis of the estimated quantities. The Government will pay the Contractor on a monthly basis for services ordered on a task order(s) which have been satisfactorily performed.

The Government may elect to award a single IDIQ contract or to award multiple IDIQ contracts for the same or similar supplies or services to two or more sources under this solicitation.

Offerors are not required to provide all services identified in Section 1. However, if the price is provided for the Base Year line item a price must also be provided for that same service/line item in all Option Years.

Section 1:

- Covers the scope of services and provides details of the type of contract to be issued.
- Bidders are to submit completed IV. Pricing, paragraphs 1 through 4 with their proposals.

- Details the Performance work statement and outlines the exact requirements of services to be performed under this contract.

- Provides further details/requirements to:
 - o Invoicing procedure;
 - o Contractor's key personnel for the project;
 - o Obtaining Permits/licenses/appointments required under the contract;
 - o Technological refreshment;
 - o Quality Assurance Plan;

Section 2:

- Details FAR & DOSAR clauses applicable under this contract including, but not limited to, ordering information, options to extend services or terms, availability of funds clause, holiday schedule

Section 3:

- Lists Solicitation Provisions including, but not limited to, a summary of instructions on how to submit an offer; it contains important information of what exactly must be included in your proposal in order for it to be evaluated.

SUBMISSION OF OFFERS

SECTION 3 - SOLICITATION PROVISIONS

FAR 52.212-1, INSTRUCTIONS TO OFFERORS -- COMMERCIAL ITEMS (FEB 2012), IS INCORPORATED BY REFERENCE. (SEE SF-1449, BLOCK 27A).

ADDENDUM TO 52.212-1

Each offer must consist of the following:

1. A completed solicitation, in which the SF-1449 cover page (blocks 12, 17, 19-24, and 30 as appropriate), and Section 1 has been filled out. This solicitation requires the submission of pricing in local currency
2. List of clients over the past 1 year, demonstrating prior experience with relevant past performance information and references (provide dates of contracts, places of performance, value of contracts, contact names, telephone and fax numbers and email addresses).

The Government will use past performance information primarily to assess an offeror's capability to meet the solicitation performance requirements, including the relevance and successful performance of the offeror's work experience. The Government may also use this data to evaluate the credibility of the offeror's proposal. In addition, the Contracting Officer may use past performance information in making a determination of responsibility.

3. Evidence that the offeror/quoter can provide the necessary personnel, equipment, and financial resources needed to perform the work.
4. Locally required licenses and permits, a copy shall be provided.
5. The offeror's strategic plan for the services to include but not limited to:
 - a. A work plan taking into account all work elements in Section 1, Performance Work Statement.
 - b. Identify types and quantities of equipment, supplies, materials and personnel required for performance of services under this contract. Identify if the offeror already possesses the listed items and their condition for suitability and if not already possessed or inadequate for use how and when the items will be obtained;
 - c. Plan of ensuring quality of services including but not limited to contract administration and oversight; and
 - d. (1) If insurance is required by the solicitation, a copy of the Certificate of Insurance(s), **or** (2) a statement that the Contractor will get the required insurance, and the name of the insurance provider to be used.

Section 4:

- Provides factors the Government will use for evaluating submitted proposals.

- Award will be made to the lowest priced technically acceptable offeror. The Government will determine acceptability by assessing the offeror's compliance with the terms of the RFQ **to include the technical information required by Section 3.**
- The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).
- The Government will determine contractor responsibility by analyzing whether the apparent successful offeror complies with the requirements of FAR 9.1, including:
 - o Adequate financial resources or the ability to obtain them;
 - o Ability to comply with the required performance period, taking into consideration all existing commercial and governmental business commitments;
 - o Satisfactory record of integrity and business ethics;
 - o **License/Authorization to provide the required service in Republic of Iraq;**
 - o Necessary organization, experience, and skills or the ability to obtain them;
 - o Necessary equipment and facilities or the ability to obtain them; and
 - o Be otherwise qualified and eligible to receive an award under applicable laws and regulations;
 - o Response to the technical requirement in full detail;

Section 5:

Representations and Certifications:

- This section must be completed and submitted as part of your proposal
- **Offerors must take all efforts to obtain a DUNS number and to register their companies at the System for Award Management (SAM): <https://www.sam.gov> before the contract award. Registration at the SAM website is mandatory for all U.S. Government contractors.**

Your proposal must be submitted electronically by email with the subject line "**Solicitation No.: SIZ100-15-Q-0028, Enclosed**" to BaghdadGSOProcBid@state.gov on or before 17:00 (Baghdad Time) on **February 5th, 2015**. No proposal will be accepted after the cut-off date and time. **Proposals submitted to other mail addresses will not be considered.**

Defense Base Act Insurance Information:

The Contractor is required by DOSAR 652.228-70 to obtain insurance. Please refer to Section 5. **Offerors are to note that their pricing is to be INCLUSIVE of the DBA Insurance and is not separately reimbursable.**

INSURANCE & PAYMENT PROTECTION INFORMATION: Provide the following information:

- (1) A statement identifying the insurance company from which the required insurance policy will be purchased if awarded the contract

LATE QUOTATIONS. Late quotations shall be handled in accordance with FAR.