

January 28, 2013

Subject: Minutes of Pre-Proposal Conference held on January 16, 2013, for the Direct Internet Connection for Virtual Private Network (VPN)

Ref: RFQ No. SRP380-13-Q-0027

INTRODUCTION

The Contracting Officer, Michael Tapley, welcomed all attendees and presided over the pre-proposal conference, while the C&P Agent discussed the details of the solicitation. The IM/ISC was represented by Joel Guevarra.

DISCUSSION OF THE SOLICITATION PACKAGE

Deadline for submission of the offers is on January 29, 2013, no later than 4:00 P.M. No late proposals will be accepted after this time. The offers shall be submitted to the Contracting Officer at U.S. Embassy, Seafront Compound, Pasay City.

The following sections of the solicitation were highlighted:

- Standard Form (SF) 1449
- Section 1. The Schedule
 - I. Scope of Services
 - II. Performance Period and Pricing.
 - III. Attachment 1, Continuation to SF-1449- Description/Specifications/Work Statement
- Section 2. Contract Clauses. *The clause FAR 52.222-50. Combating Trafficking in Persons, was emphasized.*
- Section 3. Solicitation Provisions and Addendum to Solicitation Provisions
- Section 4. Evaluation Factors
- Section 5. Offeror Representation and Certifications

The CO emphasized the importance of following the instructions in Section 3, addressing all the requirements of the solicitation. An incomplete offer may be rated as unacceptable. The offerors were also advised to review thoroughly the scope of service.

Participating offerors were given until January 18, 2013, to submit to C&P section any questions concerning the solicitation via email to the C&P Agent.

The following questions were raised during and after the pre-proposal conference and answers are being provided herein:

- (1) For the concern on Higher Circuit availability, can we also implement Dynamic Routing with Metric configuration for the solution to be provided which have equivalent effect as HSRP. (Concept: Two (2) last mile links will be provisioned, Primary is Active-working, Secondary is Active Hot-Stand-By State, once the Primary circuit goes down, the secondary circuit will automatically kick-in.)

ANSWER: Refer to Attachment 1, item 1. Scope of Work, on page 5. HSRP is required.

- (2) For RTT/Latency for internet service, can we request for destination IP/IP's for reference on testing. If the target IP/IP's are hosted in United States, can we increase the reference latency to 200-300ms

ANSWER: RTT/latency shall be between US Embassy and the local carrier node (for Local Data Service) which is in a range of 7ms-10ms or faster. And, the Internet Service is between US Embassy and ISP's partner node in the US which could be in a range 100ms-300ms. Refer to the Attachment 1, page 6, as amended under Amendment A001.

- (3) For RTT/Latency for Local Data services(measured from ISP CPE @ US Embassy Chancery - ISP Gateway), can we increase reference latency to less than 10ms?

ANSWER: Refer to Answer to question (2).

- (4) For the last mile connectivity, are we required to provide detailed network diagram(Street Level) for the Proposed Cable Route between US Embassy Chancery to ISP TOC?

ANSWER: Refer to Internet Services Quality, 8th bullet, on page 6.

- (5) Our existing equipment located at US Embassy Chancery compound(NOX 1 – Telco Rm.) are auto voltage(110v – 220v), can we use the same and if it will already suffice the requirement?

ANSWER: The offeror may use their existing equipment on site as long as ISP satisfactorily provides the services as required in the solicitation and scope of services in Attachment 1.

- (6) Router to be install can be rack mounted. For media converters, can it be placed on top of Rack tray?

ANSWER: Yes.

- (7) (a) Do we have other ECF at Chancery compound going to NOX 1 Telco Room for diversity purposes? If none, can we utilize the same ECF for the requirement, or US Embassy will build new ECF going to NOX 1 Telco Room.

ANSWER: Refer to ANSWER to question (12).

(b) Do you require the fiber facility to be terminated in Different TOC/POP(i.e Primary connection to be terminated @ **TOC/POP A**, Secondary connection @ **TOC/POP B**) or Do you require the fiber facility to be terminated in same TOC but different node(i.e Primary connection to be terminated @ **TOC/POP A - node 1**, Secondary connection @ **TOC/POP A - node 2**)

ANSWER: NO.

- (8) Primary Leg can be delivered/installed within 30 Days, can we request for extension of Lead Time to install the secondary Leg to 30-60Days?

ANSWER: No. The circuits shall be installed and delivered to the destination point on or before 30 days after the contract award. Refer to Attachment 1, paragraph (M).

- (9) Can we request for 99.9% availability(up to the last mile) instead to provide enough time for ISP fault isolation/restoration?

ANSWER: No. The accepted circuit availability level is 99.97% acceptance level. Refer to Attachment 1, paragraph U, item 1. Circuit Availability Acceptance Level.

- (10) Can ISP use its own standard Outage rebate computation?

ANSWER: No. Refer to Attachment 1, paragraph U, item 1. Downtime.

- (11) Will the HSRP set up apply only to the proposed primary and backup internet connection provided by the bidder?

ANSWER: Yes. Refer to Attachment 1, Internet Services Quality, 10th bullet, on page 7.

- (12) Does the U.S. Government require a new CPE MUX/modem and FOC last mile facility for both primary and backup internet connection? We have an existing FOC and CPE MUX located in NOX1. This facility can serve multiple services with each having its own logical mapping entirely separate from the other services.

ANSWER: The offeror may use their existing equipment and spare line on site as long as ISP satisfactorily provides the services as required in the solicitation and scope of services in Attachment 1.

- (13) For the back up internet connection, do you require FOC last mile facility? If copper may do, in-house copper facility is to be provided by the client from CEF to NOX1 server room. Is this facility available?

ANSWER: Yes. FOC last mile facility is required. Refer to Attachment 1, Internet Service Quality, 10th bullet on page 7.

- (14) (a) What is the location (street name) of your available cable/service entrance facility?

ANSWER: Refer to Attachment 1, item 1. Scope of Work, on page 5.

- (b) Do you have an available in-house conduit from CEF going to NOX1?

ANSWER: No.

- (15) Please specify the destination IP address for both local and international. If the latency is more than 100ms and 7ms respectively for all ISP/Telcos, what is your acceptable latency range?

ANSWER: RTT/latency shall be between US Embassy and the local carrier node (for Local Data Service) which is in a range of 7ms-10ms or faster. And, the Internet Service is between US Embassy and ISP's partner node in the US which could be in a range 100ms-300ms. Refer to the Attachment 1, page 6, as amended under Amendment A001.

- (16) Please provide the specifications of the router for both primary and backup internet connections.

ANSWER: Refer to Attachment 1, Network Devices, 3rd bullet, on page 7 and item 1. Scope of Work on page 5. HSRP is required.

- (17) Please confirm if the required 30day installation period is based on calendar or working days.

ANSWER: This is calendar days. Refer to the Attachment 1, page 9, as amended under Amendment A001.

- (18) /27 IP Block only has 29 usable IP addresses, 1 IP for network, 1 IP for broadcast and 1 IP for GW(router IP). Given the details, please advise if U.S.G. would require a /26 IP block.

ANSWER: We require /27 IP block. Refer to Attachment 1, item 1. Scope of Work on page 5.

- (19) Please advise how Section 5 should be accomplished.

ANSWER: Refer to Section 3, paragraph A.1. Section 5 must be completed filled up. Put N/A if not applicable.

- (20) On page 8, item4: What does “*channel state inspection mechanism*” mean? Is this a separate cable with equipment and active circuit separate to the direct internet request? Or will this be part of the telco’s diverse last mile facility with 1 active equipment that can swing to other fiber link if in case a fiber break occurs.

ANSWER: Refer to Attachment 1, item 1. Scope of Work, on page 5. HSRP is required.

- (21) On page 10, GFE: Who will provide these equipment? Will this be part of the bid project?

ANSWER: GFE means Government-Furnished Equipment, as clearly defined in paragraph S. The U.S. Government will provide or furnish the equipment listed.

- (22) On Page6: Where is the data being accessed? Is it located in the USA or locally reside in the Philippines?

ANSWER: RTT/latency shall be between US Embassy and the local carrier node (for Local Data Service) which is in a range of 7ms-10ms or faster. And, the Internet Service is between US Embassy and ISP's partner node in the US which could be in a range 100ms-300ms. Refer to the Attachment 1, page 6, as amended under Amendment A001.

- (23) On Page5, (f): Who will provide/configure the VPN encryption device?

ANSWER: Refer to paragraph S. Government-Furnished Equipment (GFE), on page 10.

- (24) Will router/switch be part in the bid? If yes please specify the preferred model/specs.

ANSWER: Yes. Refer to Attachment 1, Network Devices, 3rd bullet on page 7 and item 1. Scope of Work, on page 5. HSRP is required.

- (25) Part of our proposal are multiplexer and ODF, US embassy to provide rack space, UPS and earth grounding.

ANSWER: Refer to Attachment 1, Network Devices, 3rd bullet on page 7. The U.S. Government will provide the rack space and grounding only.

- (26) Please advise the format and number of copies of the documents to be submitted per bid.

ANSWER: Refer to Section 3- Solicitation Provisions, paragraph A for the summary of instructions and paragraph B for the number of copies of documents to be submitted.

- (27) In Page 2, 2.1.(a), what do you mean by Base Period and two (one-year) option years? Are these other FFP options for the bidding or are these for the renewal after the first year?

ANSWER: Base period means the first twelve months of the contract. Two (one year options) means the contract will have two years options. The option year will be exercised once the base or current option year expires. However, the exercise of option is the sole discretion of the Government. The Government will issue a modification or renewal notice if the option year is exercised. The offeror price offers are locked for the base period and option years. There is no price adjustment.

- (28) What is the solicitation number stated in Section 3.A

ANSWER: The RFQ Number of this solicitation, SRP380-13-Q-0027.

- (29) Aside from the submission of the proposal with all requirements of section 3.A, do we need to submit a technical proposal on a separate sealed envelope? If yes, may we know the details (number of copies, etc.)?

ANSWER: Yes. Section 3, paragraph A.2 is the technical offer. Refer to Section 3- Solicitation Provisions, paragraph A for the summary of instructions and paragraph B for the number of copies of documents to be submitted. Submission of offers means that the offeror is able to meet all the technical requirements and/or scope of services of the solicitation.

- (30) Where can we get an editable soft copy of the required Section 1, 5 and section 3 to be included in the offer/proposal?

ANSWER: There is no need for edits. Sections 1 and 5 needs to filled or completed and submitted. Section 3 contains the instructions on the offer submission and there is no need to submit this section. You may obtain these documents/solicitation package from the website, http://www.manila.usembassy.gov/business_opportunities.html.

- (31) In page five (5) and page seven (7) of solicitation regarding HSRP protocol,
(a) Will US Embassy require offeror to provide a router/routers? (page 7,

“Network Devices”)

ANSWER: Yes. Refer to Attachment 1, Network Devices, 3rd bullet, on page 7.

- (b) Will the HSRP protocol be configured between offeror-provided routers (if for example, the offeror provides two routers on-site)? Or will HSRP protocol be configured at US Embassy provided routers?

ANSWER: Yes. HSRP will be configured between the offeror-provided routers. Refer to Attachment 1, item 1. Scope of Work, on page 5. HSRP is required.

- (32) On page six (6), 5th bullet regarding 100ms (milliseconds) Internet Service Provider Round Trip Time (RTT):

a. During internet service testing, from where will the test packet/packets be sent? From the US Embassy?

b. And to which specific destination or server will the test packet/packets be sent to? A particular USA ISP? West coast? East coast?

ANSWER: RTT/latency shall be between US Embassy and the local carrier node (for Local Data Service) which is in a range of 7ms-10ms or faster. And, the Internet Service is between US Embassy and ISP's partner node in the US which could be in a range 100ms-300ms. Refer to the Attachment 1, page 6, as amended under Amendment A001.

- (33) Does USG require a certain format for the submission of offers?

Answer: No. However, the offeror need to ensure that the submittals meets the requirements in Section 3 and that forms and/or pages that are required to be completed or filled up are submitted. Refer to the instructions in Section 3 - Solicitation Provision.

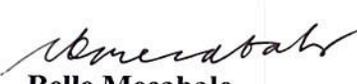
Conclusion

The discussion concluded and attendees were thanked for their presence and expression of interests in serving the U.S. Government.

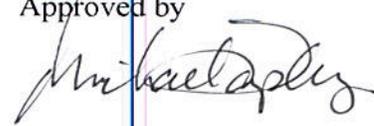
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