

Embassy of the United States of America

**Islamabad, Pakistan**

**July 28, 2016**



**UNCLASSIFIED**  
**MEMORANDUM**

**TO :** Interested Offerors

**From :** John Langer (Contracting Officer) 

**Subject:** Questions/Answers about the RFQ # SPK330-16-Q-5820 for Media Monitoring Services for American Embassy, Islamabad

Below are the responses to the questions asked by one of the interested offerors.

Q. No 1: Given this is a Low Price Technically Acceptable (LPTA) procurement are you reserving this for small business only?

Answer: You are right, this will be awarded to the LPTA contractor, but is not reserved for small businesses only. Every potential company can submit their bids and will be considered.

Q. No 2: Is this work being performed now or is this new work?

Answer: This is a new work and will be awarded first time.

Q. No 3: Per section 6.3 we understand that both financial and technical proposals are to be submitted separately however we wanted to verify that you have no other requirements such as: page limitations, past performance citations, resumes of key personnel etc.

Answer: All the offers will be evaluated based on the evaluation factors cited in section 6.5 of the RFQ. Offers first will be evaluated technically and then technically acceptable offers will be evaluated financially. We encourage offerors to include everything in their offers that makes their technical offer strong which ultimately leads to technical acceptability.

Q. No 4: For pricing purposes it would be helpful to understand the time length of each news cast you would like us to monitor i.e. 30 min / 1 hr?

Answer: The lengths of news broadcasts vary by network from approximately 5 to 35 minutes each.