



**Mobile Telephone Services Pre-proposal Conference Agenda
Thursday, April 30, 2015, 1100
US Embassy Bucharest**

1. Introductions
2. Meeting guidelines
3. Timeline
4. Review three updates given.
5. Address new questions recently received
6. Open for new questions

TIMELINES:

Local advertisement commenced Monday, March 30, 2015

RFQ solicitation issuance date Wednesday, April 15, 2015

Pre-proposal conference Thursday, April 30, 2015, 1100

Deadline for question submission Friday, May 8, 2015, 1100

Quotations due Monday, May 18, 2015, 1100

Technical Evaluation Panel

Award

(all times are local Bucharest time)

UPDATE:

UPDATE #1

1. Important - for the pre-proposal conference, please submit name(s) and nationality(ies) of all whom wish to attend. I would need this information at least three days in advance to submit an embassy access request. If someone is unsure of attending, better to put their name in, a no show is no problem and easier to deal with than adding someone at the last minute.

2. The following questions were asked by one vendor, which I have summarized below along with answers, that all interested vendors will receive:

1. Can you, please, provide us more details regarding the pre-conference scheduled for April 30, 2015, at 11:00?

What will happen during this event? Do we have to prepare any documents?

At the pre-proposal conference, this will be an opportunity to meet key players – Contracting Officer, Contracting Officer Representative, Procurement Section Supervisor, Information Management representative. After prepared presentation by Contracting Officer, all questions submitted to date will be read with answers provided. New questions at the meeting will be taken. We will have note taker repeat questions for the record. We will either provide answers at the meeting or shortly after the meeting. All questions submitted and answers will be in writing and sent to all interested vendors.

2. Following your previous email, can you, please, clarify if the dead line for any questions we might have is 29th of April 2015?

Or we can send you our possible questions after this date, taking into consideration that the dead-line for submitting the proposal is March 18th, 2015.

We will take questions up to and during the pre-proposal conference. If we cannot answer immediately, we will shortly thereafter. All questions and answers will be in writing and shared with all interested vendors.

Regarding a dead-line for possible questions after the pre-proposal conference, I will email an answer separately in soon to be coming Update #2.

3. Can you please advise on the appropriate program that is used to open the “SF-1449.far” file? I wasn’t able to open it. Or maybe sent it to us in a common format.

The SF-1449 is in Cerenade Filler format (see below). I have also attached a scanned .pdf of the SF-1449 and this .pdf can also be found on our embassy website - <http://romania.usembassy.gov/embassy/current-solicitations.html>



UPDATE #2

Question: Can we send you our possible questions after the pre-proposal conference that is being held on Thursday, April 30, 2015, 11:00 a.m., taking into consideration the deadline for submitting the proposal is Monday, May 18, 2015, 11:00 a.m. local time?

Answer: Yes, questions can be submitted in writing after the pre-proposal conference up to Friday, May 8, 2015, 11:00 a.m. After this date/time, no further questions will be considered.

UPDATE #3

Good afternoon,

For all contracts exceeding \$ 25,000 value awarded by the USG (US Government) the winning companies must be registered in **SAM (System for Award Management (SAM).)**

In order to be registered in the **SAM** a Romanian company must obtain in advance **NCAGE (NATO COMMERCIAL and GOVERNMENTAL ENTITY CODE)** then **DUNS (Data Universal Numbering Systems)** .

NCAGE-please fill out Questionnaire must be filled out and sent to: ncage@roncb.ro .

For further information please call: 0214107880 ext 236 POC: Claudia Peranu.

After getting the NCAGE you should follow the steps 2-3-4 from the attached " **NCAGE** Instructions ".

I believe it is a good idea to start this process now.

Please let me know if you have any questions.

RECENTLY RECEIVED QUESTIONS:

Q#1. Section 1. During this contract period, the Government shall place orders totaling a minimum of \$10,000.00. This reflects the contract minimum for this period of performance. The amount of all orders shall not exceed \$100,000. This reflects the contract maximum for this period of performance. Please confirm that the amount of \$10,000.00 represents the minimum contractual value for one year and subsequently, that the \$100,000 threshold represents the maximum value of the contract/year.

Answer: Yes.

Q#2. Section 1. 1.1 MOBILE TELEPHONE EQUIPMENT

Upon request the contractor shall supply unlocked mobile phones at market rates or an agreed upon subsidized rate. The basic package shall include, but is not limited to, the following items:

Mobile Phone

Batteries (at least Li-Ion)

Battery Charger

User Manual

Safety Certificate and Brochures

Please state what is your preference: blackberry phones, android or IOS ones?

Answer: Currently we utilize a mix of BlackBerry and some IOS devices. As we refresh devices we will work with our provider to specify a smartphone model based on our needs at the time.

Q#3. Section 1. 1.7 DATA SERVICES. The Contractor shall provide around the clock access to data services allowing free and open access to the internet.

Please detail what are you referring to. The only known free access to internet is provided through WI-FI connections. Is it necessary to provide you our hot-spots list?

Answer: Any data services provided through mobile phone plans should allow unrestricted access to the internet (i.e. no firewalls or blocking of internet sites).

Q#4. Section 1. 1.8 WIRELESS APPLICATION PROTOCOL (WAP)

The Contractor shall provide Internet connection through their network to the Wireless Application Protocol (WAP) Internet sites

Please detail what are you referring to (WAP).

Answer: WAP is an old protocol that is no longer utilized. This section can be ignored.

Q#5: Section 1. 2. INVOICING

(e) Payment shall be made in local currency by Electronic Funds Transfer (EFT) within 30 days after receipt of the proper invoice

Please accept a payment term of 30 days after invoice issuing.

Answer: Quotation to be given in Euro, company whom received award will invoice in Euro, US Embassy Bucharest will pay in Euro with payment term net 30. Modification to this solicitation will come shortly to change 2.(e) from local currency to Euro. Also, on all pricing sheets in section 1, III, A, VAT will be changed from 24% to 0%.

Q#6: Section 2. in its entirety

Please refer to Romanian regulations.

Answer: pending.

Q#7: Section 1. A.1. SF-1449. A completed solicitation, in which the SF-1449 cover page (blocks 12, 17, 19-24, and 30 as appropriate), and Sections 1 and 5 have been filled out.

Please provide SF-1449 in word format or accept to complete it by hand (hand writing)

Answer: We will email to all a pdf fillable version.

Q#8: Section 1. A.1. SF-1449. A completed solicitation, in which the SF-1449 cover page (blocks 12, 17, 19-24, and 30 as appropriate), and Sections 1 and 5 have been filled out.

III. PRICING - template

Please state what amount must be written in block 24: Base year grand total for standard services/ for all services/Base Year Total/ Option Year 1 Total/

GRAND TOTAL FOR BASE + ALL OPTION YEARS

Answer: As we will provide a pdf fillable version, please enter each line item, subtotals for standard and additional services, and grant total for all services for base year and option year 1.

Q#9: Section 3. A.2. INFORMATION

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

Taking into consideration that these resources cannot be certified by an external party, please accept instead a declaration of the bidder stating the involved/necessary resources.

Answer: We will accept this declaration.

Q#10: Section 3.

A.2. INFORMATION (6)

(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.

and

A.3. IF REQUIRED BY THE SOLICITATION, PROVIDE EITHER:

(a) a copy of the Certificate of Insurance, or

(b) a statement that the Contractor will get the required insurance, and the name of the insurance provider to be used.

Please state if an insurance is required and of so, what does it have to cover, considering the scope of the RFQ (mobile services). We have a group policy covering "ALL RISKS MATERIAL DAMAGE AND BUSINESS INTERRUPTION". Can this be taken into consideration?

Answer: pending.

Q#11: Section 3. ADDENDUM TO SOLICITATION PROVISIONS
FAR AND DOSAR PROVISIONS NOT PRESCRIBED IN PART 12

- Please confirm that this addendum does not apply to the scope of the RFQ.

Answer: pending.

- Please take note that the provided references cannot be accessed:

<http://www.acquisition.gov/far/> or <http://farsite.hill.af.mil/vffara.htm>

Answer: pending, will obtain and email this information.

- Where is part 12 described?

Answer: pending.

Q#12: Section 4. (d) RESPONSIBILITY DETERMINATION. The Government will determine contractor responsibility by analyzing whether the apparent successful offeror complies with the requirements of FAR 9.1, including:

Please provide us details about requirements of FAR 9.1.

Answer: pending.

Q#13: Section 4. ADDENDUM TO EVALUATION FACTORS FAR AND DOSAR PROVISION(S) NOT PRESCRIBED IN PART 12

- Where is part 12 described?

Answer: pending.

Q#14: Section 5. (c) to (e); (f), (g); (i) to (k)

Please confirm that these paragraphs are not applicable.

Answer: Paragraphs c and d are reserved; therefore not applicable
Paragraph e is applicable.
Paragraphs f and g are reserved; therefore not applicable.
Paragraphs i and j are reserved; therefore not applicable.
Paragraph k is applicable.

Q#15: Section 5. (h) *Certification Regarding Responsibility Matters (Executive Order 12689)*. (Applies only if the contract value is expected to exceed the simplified acquisition threshold.)

Please explain what is the simplified acquisition threshold? Is it the one mentioned in Section 1?

Answer: The simplified acquisition threshold is \$150,000.

Q#16: Section 5. (n) Prohibition on Contracting with Inverted Domestic Corporations.

Please give a definition for "Inverted Domestic Corporations"

Answer: pending.

Q#17. Section 5. (p) Ownership or Control of Offeror. (Applies in all solicitations when there is a requirement to be registered in SAM or a requirement to have a DUNS Number in the solicitation.

- Please confirm that in this case it is not mandatory to be registered in SAM or to have a DUNS Number

Answer: previous information sent in Update #3.

- What is DUNS Number?

Answer:

DUNS -Data Universal Numbering System

To obtain a DUNS Number:

- a. Register with Dun & Bradstreet (D&B) to get a Data Universal Numbering System (DUNS) Number for free by going to <http://fedgov.dnb.com/webform>.
- b. Make sure your organization's name and address match exactly what you entered to get your NCAGE/CAGE Code.
- c. It takes up to **5 business days** to get an international DUNS number.

How to Get a DUNS / D&B Number for Free at:

<https://www.youtube.com/watch?v=Balk4jJhy9M>

Q#18: Section 5.

ADDENDUM TO OFFEROR REPRESENTATIONS AND CERTIFICATIONS
FAR AND DOSAR PROVISION(S) NOT PRESCRIBED IN PART 12

Taking into consideration that in the event that our offer will be declared winner, for the contract implementation and during its validity we will not hire employees for this purpose (all the required personnel is already working four our company), please confirm that this addendum is not mandatory.

Answer: pending.

Q#19: Section 5.

52.209-79 REPRESENTATION BY CORPORATION REGARDING AN UNPAID DELINQUENT TAX LIABILITY OR A FELONY CRIMINAL CONVICTION UNDER ANY FEDERAL LAW (SEPT 2014) (DEVIATION per PIB 2014-21)

Please confirm that these paragraphs are not applicable.

Answer: pending.

Q#20: Section 5.

RECRUITMENT OF THIRD COUNTRY NATIONALS (TCN) FOR PERFORMANCE ON
DEPARTMENT OF STATE CONTRACTS (October 17, 2012)

Please confirm that these paragraphs are not applicable.

Answer: pending.