

Questions
RFQ #35858
Department of Interior
Policy, Management, and Budget Assistant Secretariat

Question:

My question concerns 52.212-3, points (b) and (1).

Since I am registered at the Central Contractor Registration is that sufficient under point (b), or should I answer the questions of (1) and submit those answers along with my technical proposal?

Government's Response:

The Cert & Reps, 52.212-3 is required to be answered and accompany your proposal package regardless if you are registered under Central Contractor's Registration.

Question:

All concern the material necessary to develop an acceptable Price Proposal, which I understand should be developed as a time and material contract with a fixed price labor rate.

Appendix 52-212-1, Instructions to Offerors, says that a "separate price summary shall be provided for the base period and each option period. Accordingly a cumulative summary price sheet shall be submitted, which is inclusive of the base period and all options." (page 7 or 10)

I do not understand what base period and option period mean in the context of this contract.

As I understand the requirements, I am to provide an hourly rate for each labor category. Are these categories formal classifications, or can I fulfill the requirements by listing only one category, editor/writer, with one representative, me, at a set hourly rate? And am I to propose a total dollar amount of the contract, subject to the threshold ceiling?

Government's Response:

I am sorry for the confusion. This will be corrected and posted to the website. It should read as follows:

PRICING QUOTE

Your cost quote shall be a separate volume from your technical submission. Cost Quote is to be submitted as a time and material contract.

Offerors' cost quote must clearly identify the basis of the estimate. The Offeror must identify the labor category(s) to be utilized for this effort, a description of the skills and experience per category. Labor rate detail must be provided. All odc's and travel detail must be provided. Detailed Subcontractor rate information shall also be included, if applicable.

1. Cost quote shall be based on a **Fixed Hourly Labor Rates** 5 year period of performance.
2. The following information **MUST BE PROVIDED** with your COST Quote submission:
 - a. Tax identification number (TIN)
 - b. Dun & Bradstreet Number (DUNS)
 - c. Complete Business Mailing Address

Question:

There is a hint at this being a small business set aside, but nothing that specifically states same... Is this effort a set aside for small businesses?

Government's Response:

This is not a small business set aside.

Question:

This is a nice announcement, but where are you hiding the RFQ? The search function says it does not exist.

Government's Response:

All the information is at our website under **Title: RFQ 35858 DOI Policy Management Writing Support**. Below is the link.

<http://govworks.gov/vendor/csolicit.asp>

Question:

What provided the impetus for this engagement?

Government's Response:

The impetus for this engagement is described in the SOW. Interior's Office of Policy, Management and Budget does not have the expertise or human resources available to handle all of the writing projects that emerge during the course of a fiscal year.

Question:

How many writers are required in the proposal response?

Government's Response:

We have no requirements regarding the number of writers in the proposal response.

Question:

Would the writing role involve drafting SOWs and working on pre-award phases of engagements?

Government's Response:

The writing role may involve drafting SOWs. It is highly unlikely that the writing would involve working on pre-award phases of engagements.

Question:

Would the writing role involve supporting a specific MMS project or group of projects?

Government's Response:

The writing role will involve a specific, defined project for Offices within the Department's Office of Policy, Management and Budget (as per the list of offices contained in the SOW).

Question:

Are there specific projects already identified where writing resources will be engaged?

Government's Response:

No specific projects for the future are currently identified. Past projects are referenced in the SOW.

Question:

When do you anticipate making this award?

Government's Response:

We anticipate making the award by September 2004.

Question:

What is the anticipated term of the contract?

Government's Response:

The anticipated term of the contract will be three years.

Question:

Is the intent to engage one contractor or multiple contractors under this IDIQ?

Government's Response:

We prefer to select one contractor for this IDIQ.