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| NATOver_CMYK_HR**H:\My Documents\jwc_ikm\templates\JWC FINAL LOGO.jpg**  **Joint Warfare Centre**  Eikesetveien 29 – PB 8080 – 4068 Stavanger – Norway |
| IFIB-ACT-JWC-18-33 |
| Questions & Answers 0001 | |
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| **Date: xx May 2018** |
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# The following questions have been raised with respect to the subject IFIB. Response is to provide clarification;

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| **#** | **Question** | **Response** |
| 01 | PART I BIDDING INSTRUCTIONS, ANNEX A-6, para. 2: The Suplier is therefore paid after the product is finalised (x in the Production Plan, approved by JWC). Based on many SCTs, the finalised products will be dlivered after 6 to 9 months, after the contract starts (1 OCT 2018), while consultations and liaison is an ongoin process.  Is JWC paying the Supplier monthly or after the Product is approved by JWC? If so, how is the Supplier paid, when it comes to daily IDMI (consultancy, liaison) and IDMI travels to JWC, starting from 1th of OCT 2018? | Supplier payments will be subject to negotiations between JWC and provider after the contract has been awarded. It is understood that cash-flow is of relevance. |
| 02 | PART II SECTION B – PER NATURE OF THE CONTRACT, page 41, 7.Travels: Based on the COTR requirements every travel under this contract has to be approved by the the Contracting Officer and Travel Request form must be filled out.  If so, how is it possible to execute  'ad hoc' 24 ur travel of the Supppliers SMEs locations to JWC, for IDMI context (page 53, para. 1.4.2.2)? | Only *tasked travels* will be based on COTR’s identified requirements and approved by the Contracting Officer.  Tasked travels are travels the provider is specifically asked to do on behalf of JWC, will be fully reimbursed and will be negotiated separately between JWC and the supplier on an as needed basis.  Tasked travels are not to be mixed with *provider travels*, ref. Part II, Section B, para 1.3.1 – (travel) *the provider will have to make when ensuring a successful provision of a deliverable,* including performing the IDMI-function at JWC, ref. Part II Section B chapter 3, para 1.4.2.2, stating that “*the liaison function in the IDMI context will include an average of two .5 work-unit per week, requiring the representative’s physical presence at JWC.*” – travels related to this function are not tasked travels, and will have to be planned, costed and managed by the provider. These travels are not subject to COTR’s requirements, thus not needing approval by the Contracting Officer.  The relevant paragraphs for tasked travels are found in Part II, Section B, para 7 (p.41):   1. Since **Tasked Travel** may be required during the period of performance, it will be up to the COTR to identify requirements, as well as to obtain advance approval from the Contracting Officer on travel and per diem costs 2. Once Contractor travel has been established under a Contract/Purchase Order and the Supplier’s personnel is **tasked to travel**, the JWC Contractor Travel Request form must be filled out and approved prior to any travel being conducted. |
| 03 | The Functional On Site Presence rows in Annex B mandates when the provider is to have physical presence in JWC. This is annotated in month blocks - do I assume the SME would be required for each whole month where annotated?  However – it does not , in all cases, marry with the Exercise Process blocks where I had assumed their presence would be required. Which is the definitive?  Also could you please clarify what the numbers in the boxes refer to? | Please see Annex B, Change 1, which has an additional line (in red) which shows the exact number of work-units required per SME, per month for the Functional on-site Presence. For planning purposes, the functional presence can be assumed to be consecutive days.  The number in the original line for Functional on-site Presence shows the number of SMEs required.  So, if the requirement is 2 SMEs and the number of work-units shown is 15, the total requirement is for 30 work-units. |
| 04 | Para 4.9 of Chapter 3 to Part III, Section B lays out the deliverables, including those related to NATO SECRET (NS) Functional Systems (FS) including TOPFAS, JEMM and those related to intel and targeting disciplines.  The verbal comment from JWC on the NOI being published was that unclass was expected to be the majority medium for info exchange.  None of these NS FS, I believe, are accessible via unclass. Therefore, are you expecting the SME to produce relevant work on unclass and forward to JWC, for JWC to upload to the relevant NS FS?  If not, what is your expectation for delivery? | Yes, it will be acceptable for the SME to complete the work on an unclassified system and forward to JWC.  The IKM or SCT IDMI function will be responsible for the uploading of the deliverable into the appropriate FS under the guidance of the Chief Scenario. |
| 05 | From your Production Delivery Forecast (PDF), there are activities noted before the contract starts on 1 Oct 18.  Can you clarify as to whether these are requirements on respective SMEs, and which might be expected to attend?  a.  Supporting Events block shows Scenario Development kick-off meeting as 1-2 days in Aug. b.  Exercise Storybook block line shows a need for availability from Apr-Jul 18.  c.  SCT Info & KM is required to be available on-site for 1 day/month from Sep 18.  d.  All other SCTs have an IDMI requirement from Sep 18. | All activities outside of the contract time period have been removed in Annex B, Change 1. |
| 06 | On PDF, there are boxes marked "P" but with no explanation in the legend.  What does this mean? | The two “P”s were typo’s they have been changed to X. |
| 07 | There are 2 different Bid Validity dates mentioned in the tender; which is correct:  a.  Part 1 Para 15 states 31 Aug 18.  b.  Part I Annex A-4 states 31 Dec 18. | The correct Bid Validity date is 31 Dec 2018. |
| 08 | Para 1.3.2 of Part III, Section B, Chapter 2 states that "Expected tasked travel costs will not be a consideration for contract award and should not be factored into the price proposal."  The PDF indicates where tasked travel is likely both in the "Exercise Process" block and the "Scenario Production" block.  What part of travel costs would not be included within this - and so would need to be identified by the Contractor - noting that travel costs could include of air, taxi, food, accommodation etc? | *Provider travels* (travels related to providing deliverables) will have to be planned, costed and managed by the provider. These travels do not need to be identified by the supplier to JWC, except when part of a Basis of Estimate(s) in the bid.  *Tasked travels* and all related costs will not be a consideration for contract award, as they are travels the provider is specifically asked to do on behalf of JWC and will be fully reimbursed.    Se JWC reply under question no. 02 for further information regarding tasked travel and provider travel. |
| 09 | What is the expected date of contract award?  I can only find reference to bid proposals validity dates which is already subject to subject the an earlier clarification question at Para 4 of Ref B. | Contract award is expected to be made late June or early July. |

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