

BIDDERS CONFERENCE 02.07.19

Introduction

- There were 7 companies represented.
- JWC provided a Power Point briefing which will be published.

Questions;

1. Upon submitting the bid, do all 15 have to be technically compliant or can you present “any candidate” you have available?
 - A company must bid for a minimum of 15 EPFs, but not all 15 have to be technically compliant, although we do expect to receive relevant candidates. Only the JWC review will determine who is actually compliant.
2. With reference to a question on the web page, please clarify what you mean by company
 - A company is a legally registered entity that meets all the minimum requirements of the solicitation. It is understood that the question comes from a concern that this would ‘open up’ for sole traders to submit themselves for a large number of positions. The JWC take on this is that although it perhaps cannot theoretically be excluded as a possibility, it certainly does not meet the intent of the solicitation.
3. Security clearance; the conditions are not in compliance with e.g. UK regulations. How can this be handled when there are different regulations in each country?
 - It is understood that there are many national restrictions that could prevent the provision of hard copy ‘proof’ of a security clearance. Although this is the preferred option, the term ‘proof’ could be read as ‘provide a guarantee’. To this end, the ‘Certification of Security Clearance’-form used by other ACT entities will be considered and JWC Security Authorities will be involved as and when required.
4. Could a candidate sign up for two companies?
 - JWC will accept and indeed value exclusivity with regards to submitted CVs. However, if two (or more) bidders submit the same candidate, it will not exclude these bids on this basis alone.
5. Will you address the planning phases?
 - As this is not a STOC-requirement only, it was not included in the presentation. However, the HICON Senior Advisor-role is on the EPF list and the STOC contracts could therefore be used to cover such requirement also in the future.
6. In regards to registering in the WAFER system, are the hotels paid by the company?
 - Yes, when registering in the WAFER system, it is only a reservation. The company is fully responsible for paying.

7. Which STOC positions are used the most?
 - It depends on what kind of exercise it is. HICON, EXCON, EU REP and general Government positions are frequently used.
8. Is there a calendar of events coming up?
 - We cannot publish a calendar due to the security classification. However, Annex B to the SOW provides an indication of how many days each function will be used when it is played.
 - We will indicate what a typical year looks like by providing some statistics.
9. When will we know the exact dates for each event?
 - The intent is to start about two months prior to the Strategy Workshop, and the intent is also to use the same person throughout the exercise for continuity. This should provide sufficient time for planning.
10. Continuity could be a problem seeing that it is a 5 year contract
 - Continuity is used in the context of an exercise, not for the full (potential) duration of the contract.
11. For a specific function, if the company with VP1 is not available for one phase and you go to VP2, will you then go back to company with VP1 for the next phase?
 - On the basis that we aim for continuity, in a case where we have started using VP2, our intent is to stay with that company for the duration of the exercise. Please also remember that a company can use approved candidates interchangeably.
12. Are there job descriptions for all the STOC's?
 - Yes, in the Exercise Play Functions (EPF) Book, Annex A.
13. Is there a set time period in between when you have allocated a function to VP1 when they have to accept?
 - The initial response during the conference was that the acceptance had to be given no later than 35 days prior to startup, if not the request would go to VP2 who would have 7 days until the no later than 28 calendar days deadline.
 - i. The point that was not specifically mentioned during the bidder's conference is the 2 business days given to confirm acceptance of a given task order as described in Part 3, Section B, SOW, paragraph 4. However, the actual Task Order (i.e. Purchase Order) will not be issued unless the company has already confirmed an ability to deliver.
14. Is there going to be a standing contract with Task Orders?
 - Yes, and a Task Order equals a Purchase Order.
15. There seems perhaps to be some 'cut-and-paste' mistakes in some of the EPF requirements; senior experience in less demanding functions?
 - JWC will go back and check the EPFs again.
 - i. Some mistakes have been identified and will be updated on our website.

16. In regards to education requirements, it is stated; “Advanced Degree (Bachelor’s or equivalent/Master’s or equivalent). What should we focus on?
- The point is to capture the level of the education both in a military and civilian system, so focus on the level we ask for.
17. How do we demonstrate proof of education? Do you expect a copy of all certificates/diplomas for each candidate – or will the write-up in the right column of the form be enough of a demonstration?
- We will initially accept the write-up in the right column, but will retain the right to request further documentation should we deem it necessary.
18. In regards to the EPF table, do we have to be compliant with all specific requirements?
- Yes, in order to be compliant a submitted candidate must meet all the Technical Requirements set in the Evaluation Matrix, and as a general rule, we will not deviate from these requirements. However, in the event that none of the candidates we receive meet all requirements, we might have to look at the skillsets again.
19. 5 years of operational experience, how do you interpret this?
- The candidate must have a minimum of 5 years total within a ‘fighting unit’ such as a battalion or a frigate. This does not have to be 5 consecutive years.
20. What about the rank, if a person has the experience, but is one level below in rank, will that be accepted?
- In the EPFs where we have specified a minimum rank, we have done so for a reason. In the international environment where these players will operate, rank matters. The simple fact of the matter is that the candidate might not be taken seriously if the rank is ‘missing’.
21. Is JEMM experience necessary?
- Yes, in the EPFs where JEMM is required, we must have candidates who have a ‘working knowledge’ with JEMM. The tool is used all over NATO, and we expect companies to facilitate this minimum level of knowledge of JEMM to its candidates. JWC will not provide training on JEMM.