

American Embassy Ottawa  
Date: April 20, 2016

To: Prospective Quoters

Subject: Questions and answers pertaining to the RFQ No. SCA52516Q0012.

The Government has received questions pertaining to the subject RFQ posted on the US Embassy web site on April 6, 2016. The answers are provided below.

Question 1: What is the anticipated contract award date?

Answer 1: The Government is not planning to award this contract earlier than May 16, 2016. The Government is planning to make the award decision within 30 days following the current Quotation submission deadline of May 9, 2016, however, the final award decision depends on multiple factors and the Government is not authorized to make any firm commitments at this time.

Question 2: Will the prospective contractor be required to provide any décor items featuring the official theme and concept of 4<sup>th</sup> of July event?

Answer 2: The Government is planning to make separate arrangements for the decoration of grounds. The prospective contractor will be provided with the information about décor arrangements during the contract post-award orientation. Visual representation of food, supplies and uniforms shall be in a theme-appropriate format, as described in the work statement. Prospective contractor may be required to coordinate some catering setup with the décor company.

Question 3: Menu requirements for the dessert tent include Government-furnished Dairy Queen ice cream. Will the prospective contractor be required to serve ice cream? In which format and quantities the ice cream will be furnished by the Government?

Answer 3: The prospective contractor will be required to serve the Government-furnished ice cream. The Government is planning to arrange for 1500 mini Blizzard Treats in a variety of flavors. They will be pre-made and delivered in approximately 32 milk crates. The spoons will be provided by DQ and the ice cream will be served in Dairy Queen traditional mini Blizzard treat cups.

Question 4: What is an Indefinite Delivery/Indefinite Quantity (IDIQ) Contract?

Answer 4: This contract type provides for delivery of an indefinite quantity of supplies or performance of an indefinite quantity of services, within specified limits, when ordered under the contract. It is a type of fixed-price contract that allows flexibility in the quantities and the time and/or points of delivery. The price per unit of supply delivered or service performed is established using a firm fixed price. This contract type establishes contractual minimums and maximums both in terms of quantity of work, which may be ordered in a specified time period and in terms of

total contract amounts. The contract minimum represents a “promise” by the Government to order at least the minimum amount from the contractor. Minimums and maximums can be expressed either in terms of total dollars or in terms of quantities. **All obligations of funds are done on individual delivery orders. The minimum guarantee may be issued with a delivery order immediately after contract award to obligate the contractual minimum requirement.**

Additional information can be found in the Federal Acquisition Regulation, Subpart 16.5 – Indefinite-Delivery Contracts, available at the following URL:

<https://www.acquisition.gov/?q=/browse/far/16>

Sincerely,

//signed//  
Kellie M. Reifstenzel  
Contracting Officer