

Questions and Answers
Solicitation No. 19P05021Q0001
Cooking Services for Lisbon Marine Security Guard Detachment

Question 1. If the Contractor is needed to accompany the Mess NCO during food procurement trips, will transportation be provided by the MSG or prohibited, and the Contractor shall follow via their own transportation?

Answer: *Transportation can be provided; however, the chef can make a menu of the items needed in order to cook the food and the Marines will make the mess run.*

Question 2. Can the client provide the current average mess bill within the last 12 months?

Answer: *On average, the mess bill is 140 Euros per Marine for the entire month.*

Questions 3. During this contract, can the client provide a preferable mess bill budget range in order to create the menu within the desirable amount?

Answer: *At the beginning of every month, the Mess Marine and Chef will create a menu for that month and determine what the meals will look like. Ideally, we would like to stay within our budget, but the Marines are flexible, and it just depends on their appetite*

Question 4. Does the client have any objection of cooking the entire daily menu in the morning?

Answer: *With cooking the entire daily menu in the morning, you lose the ideal freshness and a hot meal. Currently, the MSGR is not equipped with a heater that will keep the food at a constant warm temperature throughout the day.*

Question 5. Does the client prefer individual plating or buffet self-serve style?

Answer: *Individual plating.*

Question 6. 2.3 Quality Control Inspection – Does the client have any objection for a subject matter expert (SME) third-party inspection company to conduct the quality control inspection?

Answer: *No objection from our end at all.*

Question 7. 4.4.1 Authorization to Release Information – If there is any specific format/verbiage, can the client advise or provide the authorization to release information template?

Answer: *Form OF 174 will be provided by Embassy.*

Question 8. 11.3 Reporting Plan – From the following excerpt below, Can the client elaborate and/or provide direction and identify specific needs and requirements regarding the appropriate structuring and information needed for reporting? We currently have our own project management and analytics software and tools. We can offer a secure login portal and no requirement to download any software.

“The Contractor shall collaborate with DOS and identify specific needs from requirements regarding the appropriate structuring and information needed for reporting.”

Answer: The contractor will keep the COR informed of performance through deliverables, reports and regular meetings.

Question 9. Is the current MSGR kitchen and food storage area in compliance set forth by food service standards and regulations? If the facility is not in compliance, can the client provide the list of discrepancies or could a site visit be arranged in order to understand the current state of the facilities and to properly execute the services and provide a cost-effective solution.

Answer: *We can arrange a site visit in order to understand the current state of the facilities and to properly execute the services and provide a cost-effective solution.*

Question 10. From the GFP list provided in attachment 2, can the client confirm if the appliances are commercial or residential grade appliances?

Answer: *The appliances within the MSGR are commercial appliances for the big items such as refrigerators, stove, and oven.*

Question 11. From the GFP list provided in attachment 2, can the client confirm if the sink is 1,2, or 3 basins?

Answer: *There are currently 2 sinks within the kitchen area. 1 sink has (2) basins and the 2nd only has (1) basin.*

Question 12. All ingredients will be bought by the MSGR, is that correct? But the menus will be created and planned by the selected Contractor, correct?

Answer: *The MSG’s will purchase the ingredients needed to cook the meals, as well as other items needed to make the meals such as spices, vegetables, and what not. As for creating the menu, that will be a collective effort from both the MSG’s as well as the Contractor. We welcome the local dishes that the Contractor can bring to the table as well as having the option to create our own meals.*

Question 13. On Page 18, paragraph 5, it is mentioned that “Contractor will be responsible for (...) and transportation of food items into the MSGR”. Is this correct, bearing in mind that all ingredients are to be bought by the MSGR itself?

Answer: If we are purchasing bulk items from the Contractor, they would be responsible to bring the items to the MSGR. The MSG’s will purchase the bulk items directly from the Contractor instead of it being included in the contracting bill.

Question 14. If the quantity of meals is for 10 Marines, do you want to consider 10 meals per function or more in case there will be any invitees?

Answer: *This contract is for the Marines assigned to the mission. The only ones that will be eating at the MSGR will be at a max, 10 Marines. If that number changes, or we do happen to have guest, we will notify the contractor accordingly.*

Question 15. Regarding the insurances that the Contractor needs to have, the prospective offeror has one that has a higher level and includes all services provided by prospective offeror and its staff, wherever they are working. Do we need a specific insurance to operate at the Embassy or our generic one is sufficient for the DOS?

Answer: *The contract states that the "Contractor is required to provide whatever insurance is legally necessary." And, further states "The types and amounts of insurances are the minimum required. The Contractor shall obtain any other types of insurance required by local law or that are ordinarily or customarily obtained in the location of the work."*