

2. AMENDMENT/MODIFICATION NO. 3. EFFECTIVE DATE 4. REQUISITION/PURCHASE REQ. NO. 5. PROJECT NO. (If applicable)

000001 12/29/2014

6. ISSUED BY CODE 7. ADMINISTERED BY (If other than Item 6) CODE

USAID/BIH

USAID Bosnia-Herzegovina
Ambasada SAD-a
Roberta C. Frasurea 1
71000 Sarajevo, BiH

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

To whom it may concern

9A. AMENDMENT OF SOLICITATION NO. (x) SOL-168-15-000001

9B. DATED (SEE ITEM 11) x 12/29/2014

10A. MODIFICATION OF CONTRACT/ORDER NO.

10B. DATED (SEE ITEM 13)

CODE FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended. is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is not, is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this amendment is to respond to questions related to the RFQ # SOL- 168- 15- 000001. The list of questions and answers is in the attachment on Page 2 of the amendment.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED 16B. UNITED STATES OF AMERICA 16C. DATE SIGNED

(Signature of person authorized to sign) (Signature of Contracting Officer)

11/15/15

1. Q: Can one apply only for [the] Social Media Component?
A: The Social Media Component is integral part of this requirement, so it cannot be competed separately from other activities described under the Statement of Work, but the component can be subcontracted.
2. Q: Can you please clarify if there is a yearly budget limitation we should adhere to?
A: Yearly budget of a BPA is not a pre-determined amount, nor does the BPA obligates any funds, because the exact items, quantities, and delivery requirements are not known in advance and may vary throughout the period of performance.
3. Q: Can you generally clarify what does [the] purchase limitation for each individual purchase of 75.000 US dollar stand for?
A: The dollar limitation of \$75,000 for a single BPA task order refers to the maximum that a person designated as ordering officer by the Contracting Officer can make. If a requirement exceeds this amount, the only person authorized to place an order beyond the limit is the Contracting Officer.
4. Q: Are you trying to hire a company for a period of 3 years, or 1 year with this Blanket Purchase Agreement?
A: Total duration of the BPA will not exceed 3 years and, as stated in the Solicitation in Section "Schedule", the BPA will be reviewed at least yearly and, as necessary, updated at that time.
5. Q: Solicitation SOL-168-15-000001 states that the first four campaigns are to be included in the written proposal and that the technical proposal must include a description of eight campaigns (page 4). Please confirm that the written and technical proposals are one document (max. 10 pages) and should include a description of 8 campaigns.
A: Yes, technical proposal should include eight campaigns, and it is the same document as the written proposal with a maximum of 10 pages.
6. Q: Please confirm that the price quotes are to include the page entitled "schedule" (page 40), as well as an annex containing a breakdown of the costs for the first four campaigns and 12 months of performance under the Social Media.
A: Yes, price quotes must include the schedule and an annex with the breakdown of cost for the first four campaigns and 12 months of performance under the Social Media component.
7. Q: The technical proposal must not exceed 10 pages. Does this include "Past Performance" references, or are they separate from the 10 page limit?
A: Past Performance references do not count towards the 10 page limit.

8. Q: For the document entitled "Solicitation/contract/order for commercial items" it is stated that block 23 needs to be filled out. Is it necessary to break it down into multiple items, or should we place the price of all services under item 0001? Also, please confirm that this is to be sent electronically with the price quotes.

A: Block 23 of the Solicitation form does not need to be filled out. Please see Question 6.

9. Q: Please let us know about the budget limit of 75,000 US dollars, stated in the description. Is it the budget defined only for the first year, for organizing of eight events?

A: Please see Question 3 and Schedule on Page 40 of the Solicitation document.