

Security Services in Afghanistan Request for Proposals (RFP) Questions and Answers:

The following questions have been received from organizations indicating an intent to bid on Winrock International's RFP for Security Services in Afghanistan. These questions and Winrock's answers are made available to all bidders.

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RFP Inquiries:

1. Would Winrock consider Close Protection Officer's (CPO) from a different country?

Winrock's project will employ one full-time expatriate staff member on this project. Therefore, Afghan CPOs, who speak the language and have on-the-ground knowledge, are preferred.

2. Would Winrock consider armed CPOs?

At this juncture, Winrock is requesting unarmed CPOs. However, we may need to re-evaluate this requirement as the situation evolves, which is why we are requesting daily rates for armed CPOs under CLIN0002.

3. Is Winrock in position of a TAX exemption certificate or planning on gaining one?

Winrock will be seeking a tax exemption certificate. However, in line with the section on Government Withholding Tax for Afghan Based Companies under Special Provisions (page 26 of the RFP), the selected bidder will be responsible for seeking their own tax exemption certification.

4. Where in Kabul will Winrock be setting up their office?

As noted in the background section of the RFP (page 4 of the RFP), Winrock will establish an office inside a secure compound in Kabul. However, the selection process for these facilities is ongoing.

5. Is it possible to arrange for a site visit?

An office location has not been selected yet.

6. What will the frequency of travel be and who will be travelling? How many trips is the expat likely to make?

Winrock's expatriate Chief of Party (CoP) will be based in Kabul and we expect that they will make very infrequent trips to outside provinces and only if security conditions permit. Local staff will travel frequently to the field, which will require the security team's input on routes and additional security precautions..

7. On page eight of the RFP, Winrock states, "In conjunction with compound security personnel, the security service provider must provide effective 24-hour security to Winrock's office and international staff housing in Kabul." Does this require additional personnel, i.e. security guards? What will the level of effort be?

As Winrock's office will be housed in a secure facility, we will not require static security. However, we do expect the security service provider to work closely with the compound's security team to ensure a high level of protection is in place for our office space and international staff residences at all times. The International Security Manager position will be located onsite and is billed 365 days per year.

8. **On page eight of the RFP, Winrock states, “Spec V Body Armor leasing and page 33 states Level IV Body armor leasing – please confirm the specs?”**

Winrock confirms that, in line with international security norms, we are referring to Level IV Body Armor. The typo that referred to Level V security armor has been corrected.

9. **One page 9 of the RFP, Winrock refers to management systems for working with USAID implementing partners. Can Winrock please clarify what specific information they want us to provide under this heading?**

Please incorporate the following information in your response to this section:

- *List and describe any security services provided to USAID funded projects. Please include the names and number of provinces covered, the number of staff and type of project.*

Please describe any management, financial, or operational systems you have in place to ensure compliance with USAID/USG rules and regulations.

10. **The assumption from the RFP is that the International Security Manager will be armed. Assuming this is correct, is there a specific requirement for weapon variants (e.g.: glock, AK47, M4)?**

Winrock is not currently requesting that the International Security Manager be armed. However, Winrock is requesting that they possess the relevant skills/certifications/licenses to utilize weapon variants including long-guns and handguns. Winrock is open to re-evaluating this position as the security situation evolves.

11. **Page 6 of the RFP advises the successful bidder will be notified in the week of 18 June 2021 - the same date as the contract is due to commence. Will there be a pre-award notification to allow time for the contract staff and equipment to be mobilized? If so, when is this expected?**

The finalization of this contract is contingent on award funding. However, Winrock will work with the finalist to determine a realistic timeline to stand up the security platform.

Cost Proposal Inquiries:

1. **Under CLIN 0001, Equipment/Supplies and Services – Can you please clarify the quantity of each item, can we divide the Column D (#Units) by 1825 days or 60 months to get the total quantity?**

Winrock is anticipating that staff time will be billed on a daily basis. In the unit cost, please add the daily rate cost and use 1,825 (number of days over 5 years) as the multiplier to determine the total budget for that line item.

2. **Under CLIN 0001, Equipment/Supplies and Services – Please clarify the unit for vehicle tracker; is it daily or monthly?**

Please use a monthly rate.

3. **Under CLIN 0002, lease clarify what cost we should price under “Local Transportation”?**

This line item has been removed from the cost proposal template.

4. **In the current security operating environment, our minimum operating standards requires two (2) vehicle moves, but only one vehicle and driver has been included on CLIN0001. Is it acceptable for us to include a second vehicle and driver in our bid?**

Depending on the location and the security situation, a lead vehicle may or may not be required for expatriate movements. In cases where two vehicles are required, Winrock will exercise CLIN0002 and add an additional AV or soft skin vehicle for the day.

5. **CLIN0002 specifies armed CPOs, are there any specific requirements for the role (as there are for CLIN 0001 personnel)? And are there any specific weapon variants required?**

The same professional qualifications are required for the CPOs under CLIN0001 and CLIN0002. The required weapon variant experience and licenses include long-guns and handguns.

6. **CLIN0002 includes vehicles and CP but no drivers - is this correct?**

We have revised the cost proposal template to specify that the daily rate quotation for vehicles under CLIN0002 should include drivers. The same professional qualifications are required for the drivers under CLIN0001 and CLIN0002.

7. **Is there an incumbent contractor? If so, who is the incumbent, and who is their security provider?**

There is not an incumbent contractor.