



Request for Proposal: 100015219

Questions and Responses # 6 For RFP # 100015219 Data Capture Services

Q1) Appendice C of Annex B – Page 51 - Appendix C of Annex B contains a sample of the INS2436 ROE form, “Z” series, and 2 layouts of the data entry instruction for that form. It will be specified which layout will be used at the time that the contract will be awarded. The Financial bid at Section II item 3.1.1 does not account for pricing of 2 layouts for the INS2436. Please confirm where you would like us to provide pricing for INS2436 Appendix C.2 Annex B considering that there is a significant difference in pricing for each layout?

R1) INS2436 ROE form, “Z” series uses the 2 layouts. The submission must provide pricing for both. ESDC does not maintain percentage of which layout is used more frequently. INS2436 ROE form, “Z” series uses the 2 layouts. The bidder must provide pricing for both as a blended rate. ESDC does not maintain percentage of which layout is used more frequently.

Q2) Regarding Rated Requirement R2, as per Solicitation Amendment #004, “The Bidder must provide personnel to be assigned to the project with a minimum of 1 (one) year experience in data entry.” Can you please confirm if experience managing or designing data entry projects counts as data entry experience? Alternatively, data entry experience is strictly interpreted as the capture and entry of data, for purposes of this requirement, is it appropriate to only submit the names (and resumes) of our proposed personnel who will be performing data entry through this contract, thereby excluding management positions that will be overseeing this work?

R2) Rated Requirement R2 seeks to demonstrate experience of the bidder’s work force assigned to the project to perform the required tasks. For demonstrating management experience, the bidder must meet the Mandatory Technical Requirement M2 - "The bidder must demonstrate having managed a minimum experience of three years in the delivery of data capture of similar size, scope and complexity to that outlined in Annex A during the past five years".