Attorney Services for the Acquisition of Real Property Embassy of the United States of America Riyadh, Saudi Arabia Solicitation Number 19SA7018Q0003

Questions and Answers

Q1: Page 6 and 7, Section A-Prices, what is the difference between the **First Option** Period and the **Second Option** Period and Page 7 and 8, Section A-Prices, what is the difference between the **Third Option** Period and the **Fourth Option** Period?

(Estimated hours and Individuals involved listed on both sections are the same).

- **A1:** Yes. The First and Second options and 3rd and 4th options are same. Just fill your rate and submit.
- **Q2:** Page 26, Section 1, No.1 related to Volume No. 1; Says Section A shall contain, hourly rate of professional hours, travel expenses, overhead, general and administrative expenses, profit, subcontractor costs, reproduction cost and all other costs related to the services required to perform the work described in Section B.

Should our professional rate be all inclusive of expenses listed above or should be do it separate accordingly to the rates of each professional as section "A" contemplate space only for hourly rate.

If fees are all inclusive, can we put a provisional cost for Survey, Notary public and government fees in addition to hourly fee.

- **A2:** Please submit your rate in Section B which has to cover all your overhead expansive, etc.
- Q3: Page 26, related to listing clients. Can we list the name of project, date of the contract, place of performance, value of the contracts, but not the clients' names, phone no., fax no. and email addresses as most of the information is confidential?
- **A3:** We encourage bidders to submit as complete a package as possible. Part of the evaluation as to technical acceptability may involve checking references. Accordingly, we encourage bidders to obtain, if possible, a client waiver of confidentiality as to their identity and contact information for the purpose of serving as a reference.
- **Q4:** Page 27, No.2, what does the proposal means by **evidence of equipment** to perform the work, please explain further?
- **A4:** This is standard language from our solicitation format. If no equipment is required to perform this service, just add N/A.
- Q5: Page 27, No.2, what documents or statements are acceptable to proof our Law firm **financial resources** to perform the work? Are bank statements, bank letters, accountant firm letters, financial statements etc acceptable? Which one is acceptable and which one are not?
- A5: Please provide information sufficient to demonstrate that your firm can perform the contract. Such information may include, but not be limited to, ratio of assets to liabilities, working capital, cash flow projections, credit ratings, profitability, and liquidity of assets. Evidence to meet this criterion will be assessed based on the type of contract at issue, however, so there is no one-size-fits-all standard.