



June 29, 2022

U.S. EMBASSY VIENTIANE  
Thadeau Road Km 9,  
Ban Somvang Tai  
Vientiane, Laos

**Questions and Answers**  
**Solicitation No. 19LA9022Q0015: BPA-Professional Photography Services**

The Embassy of the United States of America would like to release the following questions and answers. This is the final release and all questions and comments received have now been addressed. The responses are provided as follows:

**Q1: What currency does Embassy pay?**

A1: The US dollar (\$).

**Q2: Shall the offeror provide the service in person or by team?**

A2: It is not fixed. It depends on the offeror.

**Q3: How does the offeror complete the SF 18?**

A3: The offeror must be fully complete blocks 11, 13, 14, 15 and 16 of the form.

**Q4: Can an individual service provider (aka "freelancer") submit a proposal?**

A4: The Embassy will accept only an offer from a vendor who has all the necessary licenses and permits under local law.

**Q5: Can the vendor terminate the agreement?**

A5: The vendor can refuse to provide the services for any reason. A BPA is not a binding contract.

**Q6: How does the Embassy choose an offeror?**

A6: The Embassy may use any or all of the offerors who are technically acceptable and reasonably priced at different times or locations.

**Q7: What is the term of payment?**

A7: Payment shall be made within 30 days of receipt and acceptance of a proper invoice.

**Q8: What kind of photo format does the Embassy prefer?**

A8: The offeror shall provide in the format required. See more details in Sec. 1 – The Schedule, Section 4, paragraph (9) - Specific Tasks.

**Q9: How many events do we have per month?**

A9: There is no predetermined number of events.

Thank you to all prospective offerors for the feedback, questions, and input.

Sincerely,

  
Christopher J. Smith  
Contracting Officer

