

## **Fundación Amador**

**Request for Proposals FA-SP17-010: Production and installation of gallery Panama is the Museum and other AV exhibits.**

### **Recently asked questions and clarifications.**

**RAQ-001. July 18, 2017.**

All questions, requests for additional information, clarifications or communications in general regarding this RFP must be made in writing to the Amador Foundation to the following address: [licitaciones@biomuseopanama.org](mailto:licitaciones@biomuseopanama.org)

The Amador Foundation shall respond to all inquiries through notes sent via email, which shall be supplied to all those who are registered with the Amador Foundation for this bidding process. No questions shall be answered regarding the Request for Proposals or Process, if received less than five (5) calendar days prior to the Proposal Submission Date. Responses will also be posted on the Biomuseo website at this address: <http://www.biomuseopanama.org/panamaisthemuseumrfp>

1. **Q:** How many companies are participating in this RFP process?

**A: The Amador Foundation has invited around 50 companies of different sizes based in the Americas.**

2. **Q:** May we assume that the design and production of physical (non-media) components within Panama is the Museum (PITM) is not a part of the media contractor's scope of work as delineated in this RFP? If this assumption is correct, who is responsible for the design and fabrication of physical (non-media) components within PITM? What is the budget allocation for physical (non-media) components within PITM?

**A: The works requested for Panama is the Museum include the design, but not the construction or installation of the whole gallery space, including the design of any physical components (be it architectural partitions, furnishings or cabinetwork, environmental graphics, lighting, etc). The fabrication or installation of these elements will be included in the scope of the contractors in charge of these works in the other gallery spaces. The target budget for these works is roughly USD \$300,000.**

3. **Q:** Please provide more specific information about the communication goals of PITM. What is the optimum dwell time for visitors within this exhibit space? Please describe the target audience.

**A: Communication goals for gallery: Panama is the Museum has no specific communication goals. Rather than giving visitors information, we want them to fall in love with Panama and to encourage them to explore it in full.**

**Gallery capacity: 30 visitors**

**Optimum dwell time in gallery: 5-10 minutes**

**Target audiences: Panamanians and international visitors, M/F, ages 5-80, all income brackets, all education levels.**

4. **Q:** Is the museum as a whole (and PILM specifically) Wi-Fi enabled? If so, what are the specifications of the Wi-Fi system?

**A: The museum is Wi-Fi enabled, and we provide open access to our visitors. In total we dedicate a total of 5 Mbps for visitor access, but we could probably increase it if**

**required. We do require that all the exhibit elements be connected via cable to the server room.**

5. **Q:** The RFP provides specific budget targets for the project. Yet the RFP also indicates that 30% of the evaluation scores will be based on each bidder's budget proposal. Further, the Minimum Requirements for the project suggest that the work will be awarded to the lowest bidder ("The total price offer proposed by the offeror is the best (lowest price)". Should bidders base their proposals on the stated target budgets? Or will the work be awarded to the low bid?

**A: The work will be awarded to the proposal that receives the highest total score on both the technical (70%) and economic (30%) proposals. Therefore, the economic aspect of the proposal is important, but not as much as the technical aspects, which carry a heavier portion of the total score. To evaluate the economic proposals, the highest score (10) will be assigned to the proposal that offers lowest price, and the other proposals will be assigned a score that is mathematically proportional to the difference in prices.**

6. **Q:** Our company was recently absorbed by a larger company, with more infrastructure and bigger team ready to do the job. Is there any issue if we participate as the larger company?

**A: There is no issue. This is a public RFP process, so it is open both to those companies invited to participate and to any other company interested in submitting a proposal.**