

# **This is a Request for Information (RFI)**

## **1. Introduction**

This is an informal Request for Information (RFI) for a potential upcoming requirement issued by the Air Force Nonappropriated Fund Purchasing Office (AFNAFPO). All requirements, solicitations and subsequent contracts, if any, awarded through AFNAFPO are funded wholly with Nonappropriated funds. These funds are generated through user fees and charges at Air Force morale, welfare and recreation (MWR) programs worldwide. They are not appropriations from Congress or “taxpayer” dollars.

## **2. Respondents’ Replies to RFI**

**2.1.** To maintain consistency and equality in this process, vendors are requested to use the structure outlined below for their response.

### **2.1.1.** Cover Page

**2.1.1.1.** Vendor Name

**2.1.1.2.** Vendor Address

**2.1.1.3.** Contact information for the vendor representative

**2.2.** Response to the substance of this RFI to include commercial pricing and any Government price discounts

**2.3.** Brochures and/or other literature\

**2.4.** While hardcopy is acceptable, electronic submission via email is preferred. The file should be in Adobe Acrobat or Microsoft Word format and sent to my attention **no later than Monday, 11 July 2016 at 4:00 PM CST**. However, we will begin accepting responses to this request **beginning Friday, 17 June 2016**.

**2.5.** AFNAFPO will not provide reimbursement for any expenses incurred in connection with this RFI including costs of preparing a response, providing any additional information, or preparing /presenting a briefing of the information provided in your response.

## **3. Requirements**

Please review the attached Statement of Objectives (SOO) and forward your comments, questions, and capacity to fulfill the requirement to [deondra.crippen@us.af.mil](mailto:deondra.crippen@us.af.mil), with a courtesy copy to [ian.black.6@us.af.mil](mailto:ian.black.6@us.af.mil) and [AFSVASVCBusinessOperations@us.af.mil](mailto:AFSVASVCBusinessOperations@us.af.mil). Please reference the solicitation number in the subject line of your email.

## **4. Requested Information**

**4.1.** Respondents are requested to provide the following information:

**4.1.1.** A brief overview of your company and its products/services (Brochures).

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- 4.1.2. Name, address, telephone, facsimile number, and email address of a responsive Point of Contact.
  - 4.1.3. Describe the features and components (recommended and optional) of all applicable options offered as part of the Touch Screen Ordering System Solution.
  - 4.1.4. Description of the standard Touch Screen Ordering System equipment offered including estimated price.
  - 4.1.5. The typical estimated implementation timeframes for a single facility.
  - 4.1.6. Industry standards, benchmarks, and best practice information regarding Touch Screen Ordering System equipment.
  - 4.1.7. Does your company have an existing relationship with DoD? If so, briefly describe the number of years you have provided service to the entity. Please provide a point of contact that can provide past performance information. However, if there is no existing or past relationship with the DoD, please provide industry references.
  - 4.1.8. Information and pricing for a fully managed program that includes: Touch Screen Ordering equipment, equipment maintenance, system updates, installation, and training.
5. This RFI is for planning and information purposes only and shall not be construed as a Request for Proposal (RFP) or as an obligation on the part of the Government to acquire any follow-on acquisitions. The Government does not intend to award a contract on the basis of the RFI or otherwise pay for the information solicited. No entitlements to payment of direct or indirect costs or charges by the Government will arise as a result of a submission of responses to the RFI and Government use of such information.

**NOTE: THIS ACTION WILL NOT RESULT IN A CONTRACT AWARD. THIS RFI IS FOR INFORMATION GATHERING ONLY!**

Thank you for your assistance. Please feel free to contact me at 210-395-7878 if further clarification is needed.

Very respectfully,

  
Deondra Crippen  
Contract Specialist

24 June 2016