



January 2, 2018

Subject: Request for Quotation (RFQ) No. RM343086
ANSYS Software Maintenance

1.0 INTRODUCTION

Brookhaven Science Associates, LLC (herein known as "BSA"), operator of Brookhaven National Laboratory (BNL) under a Prime Contract with the U.S. Department of Energy (DOE) herewith solicits your quote for ANSYS Software Maintenance as outlined in the Draft Purchase Order.

2.0 SCOPE OF WORK

The Offeror shall furnish and supply in strict accordance with the attached Draft Purchase Order.

The parts or model numbers listed in the scope of work are listed for reference purposes only. Any alternate products being offered shall have equivalent, or greater, performance parameters to those specified. Suppliers that are offering alternate products shall list the manufacturer, model, and part numbers for the product. When quoting an alternate product, please provide sufficient documentation to permit thorough evaluation of the equivalency of your offer to the product specified.

3.0 FORMS OF QUOTATION AND MANNER OF SUBMISSION

A complete quotation, including the signed Quotation Pricing Sheet, must be received by BSA no later than 5:00 PM local time on January 9, 2018. Award is expected to be made on or about January 10, 2018. Any offer received after this time and date may not be considered. Quotations will be opened in private. Quotations, including their withdrawal or modification, received after the closing date shall be considered late. Such responses will only be considered for award if it is in BSA's best interest to do so.

- Email submissions must include a scanned copy of the signed Quotation Pricing Sheet. Emails will be sent to rmata@bnl.gov with the BSA RFQ Number in the Subject Line.

- Facsimile submission must include a cover letter stating the BSA RFQ Number and be sent to the attention of Rosemary Mata, Assistant Buyer at 631-344-5499

4.0 PRICING AND SUPPORTING DOCUMENTATION

4.1 Pricing Quotation and Supporting Documentation.

The offeror shall complete and return the Quotation Pricing Sheet attached to this document. Prices shall be quoted in U.S. dollars, FOB, Brookhaven National Laboratory, Upton, Long Island, New York (freight included) including any Import Duties, customs and associated costs, if applicable.

4.2 System For Award Management (SAM):

In order to support DOE reporting requirements, BSA requires all its vendors/contractors to be registered in the U. S. Government supplier database entitled System For Award Management (SAM). Registration can be performed on line at www.sam.gov. If not already registered, please register as soon as possible since failure to do so may preclude BSA from doing business with your organization. Please note that there is **no charge** for SAM registration. **When registering, you are strongly urged to copy and paste www.sam.gov onto your browser address rather than utilizing your search engine. Utilizing your search engine may redirect you to an erroneous site.** You may obtain assistance in completing your registration by contacting the Federal Help Desk at 866-606-8220. By signing the attached Quotation Pricing Sheet, AMS Form-043, you are certifying that you are registered in SAM.”

4.3 Representations and Certifications.

Procurement Specific Representations & Certifications AMS-Form-009 must be on file with BSA's Procurement and Property Management Division before a purchase order can be placed. The offeror shall complete the attached form and enclose it with the submission.

A current copy (less than 12 months prior to the date of solicitation) of Supplier Specific Representations & Certifications AMS-Form-010 must be on file with BSA's Procurement and Property Management Division before a purchase order can be placed. The attached AMS-Form-010 has been included for informational purposes. At the time of award the successful offeror will be asked to complete AMS-Form-010 if it is not already on file.

5.0 BASIS OF AWARD

BSA will make award to the responsive and responsible offeror who submits the lowest total price and who meets all of BSA's technical requirements, as stated herein.

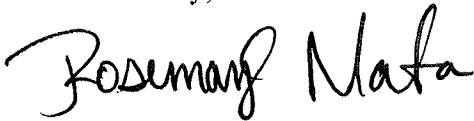
The resultant firm fixed price purchase order shall be subject to the terms and conditions of Enclosure A.

6.0 CLOSURE

We trust that the information contained herein is sufficient to permit your company to prepare a complete and definitive quotation, however, should you have any questions, please contact the undersigned. All questions must be submitted in writing; replies to questions will be provided in writing and, if considered to be of general interest, will be transmitted to all other offerors.

If for any reason you are unable to submit a quotation, kindly reply in writing and return all of the attachments.

Sincerely,



Rosemary Mata
Assistant Buyer

Enclosures:	A. Purchase Order
	B. AMS-Form-009, Procurement Specific Representations and Certifications
	C. Quotation Pricing Sheet, AMS-Form-043