

Addendum to FAR 52.212-1 Instructions to Offerors -- Commercial Items

General Information: The Government plans to issue a single purchase order for the Test Tear Down and Evaluation and Repair of Vesron Cell Press. This firm-fixed-price type contract will be a 1-year basic with no options. The Contracting Officer (CO) is the sole point of contact for this acquisition. Address any questions or concerns you may have to the Contracting Officer, Ms. Carrie Brown. Written requests for clarification may be sent to Ms. Carrie Brown (CO) at carrie.brown.8@us.af.mil.

An Ombudsman has been appointed to hear concerns from interested vendors during the proposal development phase of this acquisition. The Ombudsman for this acquisition is AFSC/PZC. This does not diminish the authority of the program director or CO, but communicates vendor concerns, issues, disagreements and recommendations to the appropriate Government personnel. When requested, the Ombudsman shall maintain strict confidentiality as to the source of the concern. The Ombudsman does not participate in the evaluation of quotations; interested parties are invited to call AFSC/PZC at 405-736-3273.

General Instructions: This acquisition will be conducted under the procedures of FAR Part 12 -- Commercial Items and FAR Part 13 -- Simplified Acquisition Procedures. This acquisition will utilize price as the only evaluated factor. Award will be made to the vendor with the lowest total evaluated price (TEP) and whose quote conforms to the solicitation requirements (to include all stated terms, conditions, representations, and certifications).

Vendors shall complete provisions/clauses as required. Vendors must complete the annual representations and certifications electronically via the System for Award Management (SAM) at <https://www.beta.sam.gov>. After reviewing the SAM information, the vendor verifies by submission of their quotation that the representations and certifications currently posted electronically at FAR 52.212-3, Offeror Representations and Certifications - Commercial Items, are correct.

Tailored Instructions (FAR 52.212-1):

(a) North American Industry Classification System (NAICS) code and small business size standard. The NAICS code and small business size standard for this acquisition appear in Block 10 of the SF1449 solicitation cover sheet. However, the small business size standard for a concern which submits a quotation in its own name, but which proposes to furnish an item which it did not itself manufacture, is 500 employees.

(b) Submission of quotations. Submit quotations to the office specified in this solicitation at or before the exact time specified in this solicitation. Quotations may be submitted on the solicitation, letterhead stationery, or as otherwise specified in the solicitation. As a minimum, quotations must show--

- (1) The solicitation number;
- (2) The time specified in the solicitation for receipt of quotations;
- (3) The name, address, and telephone number of the vendor;
- (4) A technical description of the items being quoted in sufficient detail to evaluate compliance with the requirements in the solicitation. This may include product literature, or other documents, if necessary;
- (5) Terms of any express warranty;
- (6) Price and any discount terms;
- (7) "Remit to" address, if different than mailing address;
- (8) A completed copy of the representations and certifications at FAR 52.212-3 (see FAR 52.212-3(b) for those representations and certifications that the vendor shall complete electronically);
- (9) Acknowledgment of Solicitation Amendments;
- (10) Reserved; and
- (11) If the quotation is not submitted on a Standard Form (SF) 1449, *Solicitation/Contract/Order for Commercial Items*, include a statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation. Quotations that fail to furnish required representations or information, or reject the terms and conditions of the solicitation may be excluded from consideration.

(c) Reserved.

(d) Product samples. When required by the solicitation, product samples shall be submitted at or prior to the time specified for receipt of quotations. Unless otherwise specified in this solicitation, these samples shall be submitted at no expense to the Government, and returned at the sender's request and expense, unless they are destroyed during preaward testing.

(e) Multiple quotations. Vendors are encouraged to submit multiple quotations presenting alternative terms and conditions, including alternative line items (provided that the alternative line items are consistent with subpart 4.10 of the Federal Acquisition Regulation), or alternative

commercial items for satisfying the requirements of this solicitation. Each quotation submitted will be evaluated separately.

(f) Late submissions, modifications, revisions, and withdrawals of quotations. We must receive your quotation at the address specified in Block 9 of the SF 1449 or via email to: Shelli Simmons at shelli.simmons@us.af.mil and/or Carrie Brown at carrie.brown.8@us.af.mil by the deadline specified in Block 8 of the SF 1449. We will not consider any quotation that we receive after the deadline unless we receive it before we issue a purchase order and considering it will not unduly delay our purchase. In case of an emergency that delays our operations and makes submission or receipt of your quotation impossible, we will extend the deadline by one working day.

(g) Issuance of purchase order. The Government intends to evaluate quotations and issue a purchase order without interchanges. Therefore, the vendor's initial quotation should contain the vendor's best terms from a price and technical standpoint. However, the Government reserves the right to conduct interchanges with one, some, or all vendors if later determined by the Contracting Officer to be necessary. The Government may waive informalities and minor irregularities in quotations received. The Government reserves the right to reject any or all quotations, if such action is in the public interest.

(h) Multiple purchase orders. The Government may issue purchase orders for any item or group of items of a quotation, unless the vendor qualifies the quotation by specific limitations. Unless otherwise provided in the Schedule, quotations may not be submitted for quantities less than those specified. The Government reserves the right to issue a purchase order for a quantity less than the quantity quoted, at the unit price(s) quoted, unless the vendor specifies otherwise in the quotation.

(i) Availability of requirements documents cited in the solicitation. If the descriptions in this solicitation refer to any Government specification, standard, or commercial item description, you may obtain a copy of any such documents from the places listed in FAR 52.212-1, paragraph (i).

(j) Unique Entity Identifier (UEI). Applies to all quotations submitted in response to solicitations that require the vendor to be registered in the System for Award Management (SAM) database. Place your UEI that identifies the vendor's name and address in 17a. Also, if applicable, place your Electronic Funds Transfer (EFT) indicator in Block 17a. If you do not have a UEI, see FAR 52.212-1 paragraph (j) for instructions.

(k) Reserved.

(l) Reserved.