SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL PRODUCTS AND COMMERCIAL SERVICES

NOTE: OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30.

1. REQUISITION NUMBER: Multiple

PAGE 1 OF 12

2. CONTRACT NUMBER:

3. AWARD/EFFECTIVE DATE:

4. ORDER NUMBER:

5. SOLICITATION NUMBER: SP330026Q0196

6. SOLICITATION ISSUE DATE: 6/16/2026

7. FOR SOLICITATION INFORMATION CALL:

a. NAME: Brian Keckler

b. TELEPHONE NUMBER *(No collect calls)*: 614-693-7800

8. OFFER DUE DATE/ see below

9. ISSUED BY CODE SP3300

DLA DISTRIBUTION ACQUISITION OPERATIONS (J7)
5430 MIFFLIN AVENUE SUITE 3102A NEW
CUMBERLAND PA 17070-5008 USA

10. THIS ACQUISITION IS
- [x] SMALL BUSINESS
- [ ] HUBZONE SMALL BUSINESS
- [ ] SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS (SDVOSB)
- [ ] UNRESTRICTED OR
- [ ] WOMEN-OWNED SMALL BUSINESS (WOSB)
- [ ] ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS (EDWOSB)
- [ ] 8(A)
- [x] SET ASIDE: 100 % FOR:

NORTH AMERICAN INDUSTRY CLASSIFICATION STANDARD (NAICS): 321920

SIZE STANDARD: 500 employees

11. DELIVERY FOR FREE ON BOARD (FOB) DESTINATION UNLESS BLOCK IS MARKED
- [ ] SEE SCHEDULE

12. DISCOUNT TERMS:

13a. THIS CONTRACT IS A RATED ORDER UNDER THE DEFENSE PRIORITIES AND ALLOCATIONS SYSTEM - DPAS (15 CFR 700) [ ]

13b. RATING:

14. METHOD OF SOLICITATION
- [x] REQUEST FOR QUOTE (RFQ)
- [ ] INVITATION FOR BID (IFB)
- [ ] REQUEST FOR PROPOSAL (RFP)

15. DELIVER TO CODE:

SEE SCHEDULE

16. ADMINISTERED BY CODE:

17a. CONTRACTOR/ OFFEROR CODE: FACILITY CODE:

TELEPHONE NUMBER:

18a. PAYMENT WILL BE MADE BY CODE:

17b. [ ] CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER

18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED [ ] SEE ADDENDUM

19. ITEM NUMBER	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	(Use Reverse and/or Attach Additional Sheets as Necessary)				

25. ACCOUNTING AND APPROPRIATION DATA

26. TOTAL AWARD AMOUNT *(For Government Use Only)*

- [x] 27a. SOLICITATION INCORPORATES BY REFERENCE (FEDERAL ACQUISITION REGULATION) FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA [x] ARE [ ] ARE NOT ATTACHED
- [ ] 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA [ ] ARE [ ] ARE NOT ATTACHED

[x] 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED

[ ] 29. AWARD OF CONTRACT: REFERENCE _____ OFFER DATED _____. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:

30a. SIGNATURE OF OFFEROR/CONTRACTOR

31a. UNITED STATES OF AMERICA *(SIGNATURE OF CONTRACTING OFFICER)*

30b. NAME AND TITLE OF SIGNER *(Type or print)*

30c. DATE SIGNED

31b. NAME OF CONTRACTING OFFICER *(Type or print)*

31c. DATE SIGNED

19. ITEM NUMBER	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	SEE CONTINUATION PAGES				

32a. QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED ☐ INSPECTED ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32f. TELPHONE NUMBER OF AUTHORZED GOVERNMENT REPRESENTATIVE
		32g. EMAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT	37. CHECK NUMBER
☐ PARTIAL ☐ FINAL			☐ COMPLETE ☐ PARTIAL ☐ FINAL	

STOCK RECORD (S/R)

38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		42a. RECEIVED BY *(Print)*	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42b. RECEIVED AT *(Location)*	
		42c. DATE RECEIVED *(MM/DD/YYYY)*	42d. TOTAL CONTAINERS

Action Code: Combined Synopsis / Solicitation

Issuing Office:
DLA Distribution Acquisition Operations J7
5430 Mifflin Avenue, Suite 3102A
New Cumberland, PA 17070-5008

Product Service Code (PSC): 8115 – Boxes, Cartons and Crates

Subject: SPECIAL PACKAGING INSTRUCTIONS (SPI) CONTAINERS FOR DLA DISTRIBUTION WARNER ROBINS, GA (DDWG)

Solicitation: SP3300-26-Q-0196

Closing Response Date: July 10, 2026, 1:00 PM EST

Point of Contact:
Mr. Brian Keckler
Brian.keckler@dla.mil
614-693-7800

Contracting Officer:
Mr. Christopher Robinson
christopher.robinson@dla.mil
717-673-9259

Description: This is a combined synopsis/solicitation for commercial products or commercial services prepared in accordance with the format in the Federal Acquisition Regulations (FAR) part 12 – Acquisition of Commercial Products and Commercial Services. This announcement constitutes the only solicitation; quotes are being requested, and a written solicitation will not be issued.

This solicitation is being issued as a Request for Quote (RFQ) under solicitation SP3300-26-Q-0196. Per FAR 5.101(c)(4)(vi)) that all responsible sources may submit a quote, as appropriate, which will be considered by the agency. Per FAR 5.101(c)(4)(ii), anticipated award date is July 24, 2026.

The complete text of any of the clauses and provisions are available electronically from the following sites:

FAR - https://www.acquisition.gov/far-overhaul
DFARS - https://www.acq.osd.mil/dpap/dars/dfars_far_overhaul_class_deviations.html
DLAD - https://www.dla.mil/HQ/Acquisition/Policy-and-Directives/

This Request for Quote (RFQ) is being issued to establish a Firm-Fixed Priced (FFP), purchase order for DLA Distribution Warner Robins, GA (DDWG).

This acquisition is not a Defense Priorities and Allocations System (DPAS) rated procurement.

This solicitation is being solicited as a 100% small business set-aside. The Product Service Code (PSC) for this acquisition is 8115 (Boxes, Cartons and Crates) and the North American Industry Classification System (NAICS) code is 321920 (Wood Container and Pallet Manufacturing) with a size standard of 500 employees.

SHIPPING ADDRESS:
Defense Logistics Agency
DLA Distribution Warner Robins
450 Martin Luther King Jr. Blvd.
Bldg 385
Robins AFB, GA 31098-1887

Delivery:
60 days after receipt of order

Mark Contract Number on all Correspondence: Contractor must mark the contract or purchase order number on all paperwork and shipments. The order number must appear on the exterior of the shipment. Failure to follow these instructions will hold up payment to you and could result in the return of merchandise at your expense.

Proof Delivery: Acceptable Proof of Delivery documents include: Shipping Documentation; Materials Inspection and Receiving Report (DD250), Bill of Lading, Packing List, Tracking/Delivery Confirmation or Invoice. To ensure prompt payment to your company, the Proof of Deliveries must include the following:

- CONTRACT NUMBER or ORIGINAL DOCUMENT NUMBER
- DELIVERY ORDER NUMBER (as applicable)
- CLIN /MATERIAL NUMBER
- SPECIFIC QUANTITY SHIPPED IN REFERENCE TO QUANTITY ORDERED
- PRINTED NAME AND WRITTEN SIGNATURE OF A GOVERNMENT EMPLOYEE

Organizational Conflict of Interest: The contractor shall be ineligible from participation as a contractor, subcontractor, or consultant in any procurement arising or resulting from any of the services provided to DLA on this contract. This restriction includes providing services to any potential bidders on such procurements. The contractor shall not incorporate its product or services in any Performance Work Statement or specification unless directed to do so in writing by the Contracting Officer.

If the contractor, in the performance of this contract, obtains access to information such as plans, policies, reports, studies, financial data, internal data, or any other non-public information or information by the Privacy Act, the contractor agrees not to release such information without prior written approval from the Contracting Officer. The use of such information for personal gain is prohibited.

In addition, the contractor agrees that to the extent it receives or is given access to proprietary data, or other confidential or privileged technical, business, or financial information under this contract, it shall treat such information in accordance with any restrictions imposed on such information.

FAR 52.212-4 Contract Terms and Conditions – Commercial Products and Commercial Services (APR 2026)
The clause at FAR 52.212-4 and the following addenda are applicable to this acquisition.
FAR 52.212-4 Addenda

FAR	52.203-17	Contractor Employee Whistleblower Rights
FAR	52.203-19	Prohibition on Requiring Certain Internal Confidentiality Agreements
FAR	52.204-9	Personal Identity Verification of Contractor Personnel
FAR	52.204-10	Reporting Executive Compensation and First-Tier Subcontract Awards
FAR	52.204-13	System for Award Management Maintenance
FAR	52.204-19	Incorporation by Reference of Representations and Certifications

FAR	52.204-91	Contractor Identification
FAR	52.209-9	Updates of Publicly Available Information Regarding Responsibility Matters
FAR	52.209-10	Prohibition on Contracting with Inverted Domestics Corporations
FAR	52.222-3	Convict Labor
FAR	52.219-6	Notice of Total Small Business Set-Aside
FAR	52.222-19	Child Labor – Cooperation with Authorities and Remedies
FAR	52.222-35	Equal Opportunity for Veterans
FAR	52.222-36	Equal Opportunity for Workers with Disabilities
FAR	52.222-37	Employment Reports on Veterans
FAR	52.222-50	Combating Trafficking in Persons
FAR	52.222-90	Addressing DEI Discrimination by Federal Contractors
FAR	52.223-11	Ozone-Depleting Substances and High Global Warming Potential Hydrofluorocarbons
FAR	52.223-12	Maintenance
FAR	52.226-8	Encouraging Contractor Policies to Ban Text Messaging while Driving
FAR	52.229-12	Tax on Certain Foreign Procurements
FAR	52.232-1	Payments
FAR	52.232-8	Discounts for Prompt Payment
FAR	52.232-11	Extras
FAR	52.232-23	Assignment of Claims
FAR	52.232-33	Payment by Electronic Funds Transfer – System for Award Management
FAR	52.232-40	Providing Accelerated Payments to Small Business Subcontractors
FAR	52.233-3	Protest after Award
FAR	52.233-4	Applicable Law for Breach of Contract Claim
FAR	52.247-34	F.O.B. Destination
FAR	52.240-91	Security Prohibitions and Exclusions
FAR	52.240-92	Security Requirements
FAR	52.240-93	Basic Safeguarding of Covered Contract Information Systems
FAR	52.244-6	Subcontracts for Commercial Products and Commercial Services
FAR	52.247-64	Preference for Privately Owned U.S.-Flag Commercial Vessels
DFARS	252.201-7000	Contracting Officer's Representative
DFARS	252.203-7000	Requirements Relating to Compensation of Former DoD Officials
DFARS	252.203-7002	Requirement to Inform Employees of Whistleblower Rights
DFARS	252.203-7005	Representation Relating to Compensation of Former DoD Officials
DFARS	252.204-7003	Control of Government Personnel Work Product
DFARS	252.204-7008	Compliance with Safeguarding Covered Defense Information Controls
DFARS	252.204-7009	Limitations on the Use or Disclosure of Third Party Contractor Reported Cyber Incident Information
DFARS	252.204-7012	Safeguarding Covered Defense Information and Cyber Incident Reporting
DFARS	252.204-7015	Notice of Authorized Disclosure of Information for Litigation Support
DFARS	252.204-7018	Prohibition on the Acquisition of Covered Defense Telecommunications Equipment or Services
DFARS	252.204-7024	Notice on the use of the Supplier Performance Risk System
DFARS	252.223-7008	Prohibition of Hexavalent Chromium
DFARS	252.223-7009	Prohibition of Procurement of Fluorinated Aqueous Film-Forming Foam Fire-Fighting Agent for Use on Military Installations
DFARS	252.225-7001	Buy American and Balance of Payments Program - Basic
DFARS	252.225-7002	Qualifying Country Sources as Subcontractors
DFARS	252.225-7021	Trade Agreements
DFARS	252.225-7036	Buy American – Free Trade Agreements – Balance of Payments Program
DFARS	252.225-7012	Preference for Certain Domestic Commodities
DFARS	252.225-7048	Export Controlled Items
DFARS	252.232-7003	Electronic Submission of Payment Requests and Receiving Reports
DFARS	252.232-7010	Levies on Contract Payments
DFARS	252.243-7001	Pricing of Contract Modifications

DFARS	252.244-7000	Subcontracts for Commercial Items
DFARS	252.247-7023	Transportation of Supplies by Sea

(End of Clause)

The following Clauses are Incorporated by Full Text:

FAR 52.252-2 Clauses Incorporated by Reference (FEB 1998)
This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available.

(End of clause)

DFARS 252.232-7006 Wide Area WorkFlow Payment Instructions (JAN 2023)
(a) *Definitions.* As used in this clause—
Department of Defense Activity Address Code (DoDAAC) is a six position code that uniquely identifies a unit, activity, or organization.
Document type means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).
Local processing office (LPO) is the office responsible for payment certification when payment certification is done external to the entitlement system.
Payment request and *receiving report* are defined in the clause at 252.232–7003, Electronic Submission of Payment Requests and Receiving Reports.
(b) *Electronic invoicing.* The WAWF system provides the method to electronically process vendor payment requests and receiving reports, as authorized by Defense Federal Acquisition Regulation System (DFARS) 252.232–7003, Electronic Submission of Payment Requests and Receiving Reports.
(c) *WAWF access.* To access WAWF, the Contractor shall—
(1) Have a designated electronic business point of contact in the System for Award Management at *https://www.sam.gov* and
(2) Be registered to use WAWF at *https://wawf.eb.mil/* following the step-by-step procedures for self-registration available at this Web site.
(d) *WAWF training.* The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the "Web Based Training" link on the WAWF home page at *https://wawf.eb.mil/*.
(e) *WAWF methods of document submission.* Document submissions may be via Web entry, Electronic Data Interchange, or File Transfer Protocol.
(f) *WAWF payment instructions.* The Contractor shall use the following information when submitting payment requests and receiving reports in WAWF for this contract or task or delivery order:
(1) *Document type.* The Contractor shall submit payment requests using the following document type(s):
(i) For cost-type line items, including labor-hour or time-and-materials, submit a cost voucher.
(ii) For fixed price line items—
(A) That require shipment of a deliverable, submit the invoice and receiving report specified by the Contracting Officer. **INVOICE**
(Contracting Officer: Insert applicable invoice and receiving report document type(s) for fixed price line items that require shipment of a deliverable.) **INVOICE**
(B) For services that do not require shipment of a deliverable, submit either the Invoice 2in1, which meets the requirements for the invoice and receiving report, or the applicable invoice and receiving report, as specified by the Contracting Officer.
(Contracting Officer: Insert either "Invoice 2in1" or the applicable invoice and receiving report document type(s) for fixed price line items for services.)
(iii) For customary progress payments based on costs incurred, submit a progress payment request.
(iv) For performance-based payments, submit a performance based payment request.

(v) For commercial financing, submit a commercial financing request.
(2) Fast Pay requests are only permitted when Federal Acquisition Regulation (FAR) 52.213–1 is included in the contract.
[Note: The Contractor may use a WAWF "combo" document type to create some combinations of invoice and receiving report in one step.]
(3) *Document routing.* The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table*

Field Name in WAWF	*Data to be entered in WAWF*
Pay Official DoDAAC	SL4701
Issue By DoDAAC	SP3300
Admin DoDAAC	SP3300
Inspect By DoDAAC	Not Applicable
Ship To Code	Not Applicable
Ship From Code	Not Applicable
Mark For Code	Not Applicable
Service Approver (DoDAAC)	Not Applicable
Service Acceptor (DoDAAC)	Not Applicable
Accept at Other DoDAAC	Not Applicable
LPO DoDAAC	Not Applicable
DCAA Auditor DoDAAC	Not Applicable
Other DoDAAC(s)	Not Applicable

(*Contracting Officer: Insert applicable DoDAAC information. If multiple ship to/acceptance locations apply, insert "See Schedule" or "Not applicable.")
(**Contracting Officer: If the contract provides for progress payments or performance-based payments, insert the DoDAAC for the contract administration office assigned the functions under FAR 42.302(a)(13).)
(4) *Payment request.* The Contractor shall ensure a payment request includes documentation appropriate to the type of payment request in accordance with the payment clause, contract financing clause, or Federal Acquisition Regulation 52.216–7, Allowable Cost and Payment, as applicable.
(5) *Receiving report.* The Contractor shall ensure a receiving report meets the requirements of DFARS Appendix F.
(g) *WAWF point of contact.* (1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.
Brian.keckler@dla.mil
(2) Contact the WAWF helpdesk at 866–618–5988, if assistance is needed.

(End of clause)

Attachments:
- Attachment 1 – Schedule of Supplies
- Attachment 2 - Drawings

DLAD Procurement Note L06 Agency Protests (DEC 2016)
Interested parties may file an agency level protest with the contracting officer or may request an independent review by the chief of the contracting office (CCO). Independent review by the CCO is an

alternative to consideration by the contracting officer and is not available as an appellate review of a contracting officer decision on a protest previously filed with the contracting officer. Absent a clear indication of the intent to file an agency level protest with the CCO for independent review, protests will be presumed to be protests to the contracting officer.

(End of Procurement Note)

THE FOLLOWING PROVISIONS ARE INCORPORATED BY REFERENCE:

FAR	52.203-11	Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions
FAR	52.203-18	Prohibition on contracting with entities that require certain internal confidentiality agreements or statements representation
FAR	52.204-7	System for Award Management
FAR	52.204-7 with Alternate I	System for Award management – Registration with Alternate I
FAR	52.209-2	Prohibition on contracting with inverted domestic corporations—representation
FAR	52.209-11	Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction under any Federal Law
FAR	52.219-1 (Alt 1)	Small Business Program Representations--Alternate I
FAR	52.219-2	Equal Low Bids
FAR	52.222-18	Certification Regarding Knowledge of Child Labor for Listed End Products
FAR	52.222-56	Certification Regarding Trafficking in Persons Compliance Plan
FAR	52.223-4	Recovered Material Certification
FAR	52.226-3	Disaster or Emergency Area Representation
FAR	52.229-44	Tax on Certain Foreign Procurements – Notice and Representation
FAR	52.240-90	Security Prohibitions and Exclusions Representations and Certifications
DFARS	252.203-7005	Representation relating to compensation of former DOD officials
DFARS	252.204-7003	Control of Government Personnel Work Product
DFARS	252.204-7008	Compliance with Safeguarding Covered Defense Information Controls
DFARS	252.204-7016	Covered Defense Telecommunications Equipment or Services—Representation.
DFARS	252.204-7017	Prohibition on Acquisition of Covered Defense Telecommunications Equipment or Services—Representation
DFARS	252.215-7007	Notice of Intent to Resolicit
DFARS	252.204-7008	Compliance with safeguarding covered defense information controls
DFARS	252.247-7022	Representation of Extent of Transportation by Sea

The following Provisions are Incorporated by Full Text:

FAR 52.252-1 Solicitation Provisions Incorporated by Reference (FEB 1998)
This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer.

(End of Provision)

FAR 52.216-1 Type of Contract (APR 1984)
The Government contemplates awarding a firm-fixed-price purchase order resulting from this solicitation.

(End of Provision)

DLAD 5452.233-9001 Disputes – Agreement to Use Alternative Dispute Resolution (ADR) (JUN 2020)

(a) The parties agree to negotiate with each other to try to resolve any disputes that may arise. If unassisted negotiations are unsuccessful, the parties will use alternative dispute resolution (ADR) techniques to try to resolve the dispute. Litigation will only be considered as a last resort when ADR is unsuccessful or has been documented by the party rejecting ADR to be inappropriate for resolving the dispute.

(b) Before either party determines ADR inappropriate, that party must discuss the use of ADR with the other party. The documentation rejecting ADR must be signed by an official authorized to bind the contractor (see FAR 52.233-1), or, for the Agency, by the contracting officer, and approved at a level above the contracting officer after consultation with the ADR Specialist and legal counsel. Contractor personnel are also encouraged to include the ADR Specialist in their discussions with the contracting officer before determining ADR to be inappropriate.

(c) If you wish to opt out of this clause, check here [ ]. Alternate wording may be negotiated with the contracting officer.

(End of Provision)

FAR 52.233-2 Service of Protest (SEP 2006)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the Government Accountability Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from

DLA DISTRIBUTION
ACQUISTION OPERATIONS (J7)
ATTN: CHRISTOPHER ROBINSON
CONTRACTING OFFICER
5430 MIFFLIN AVE, SUITE 3102A
NEW CUMBERLAND, PA 17070-5008.

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

(End of Provision)

FAR 52.212-1 Instructions to Offerors – Commercial Items (APR 2026)

FAR 52.212-1 Addenda

(1) The quoter agrees to hold the prices in its quote firm for 30 calendar days from the date specified for receipt of quotes.
(2) Facsimile and hard copy quote submissions will not be accepted or evaluated.
(3) Quotes shall be prepared in the English language.
(4) Quotes must be submitted electronically via email at: brian.keckler@dla.mil, Subject: SP3300-26-Q-0196 Quotation – "Company Name"
(5) Quotes must have the following Controlled Unclassified Information (CUI) marking incorporated on the appropriate pages:
    a. File Types other than Excel
        i. Header on all page:
            1. "CUI"
        ii. 1st page, bottom right corner (above footer text):
            1. Controlled by:

2. CUI Category:
3. Distribution/Dissemination Controls:
4. POC:

iii. Footer (at very bottom) on all pages

1. "CUI"

b. Excel Files

i. Include "CUI" in the header/footer to ensure it displays on all pages

ii. Include the CUI Designation Indicator Block at the top of the excel spreadsheet, <u>not in the header</u>, so it only appears on the first page

1. Controlled by:
2. CUI Category:
3. Distribution/Dissemination Controls:
4. POC:

(6) Quotes shall include all required documentation as listed below. Submission of a quote that does not contain all items requested below may result in elimination from consideration for award. Instructions contained herein are to serve as a guide in preparation of quotes; however, they are not intended to be all inclusive. The instructions generally describe the type and extent of information which should be provided in the quote. The offeror is expected to completely examine and analyze all aspects of the quote to include information in the quote which will enable the evaluators to determine the offeror's understanding of the solicitation requirements.

(7) All contractor personnel certifications and other documents containing Personally Identifiable Information (PII) shall be marked **CUI and "Personally Identifiable Information (PII) Safeguard IAW DoD Privacy Program and Privacy Act of 1974".**

(8) Fill out the attached Schedule and provide to the email above.

(9) Offerors must complete Representations and Certifications within System for Award Management prior to submission or provide a completed copy with quote submission.

(End of Provision)

FAR 52.212-2 Evaluation – Commercial Products and Commercial Services (APR 2026)
Addenda To FAR 52.212-2:

(a) The Government intends to award one (1) Purchase Order resulting from this solicitation to the responsive, responsible Offeror whose offer, conforming to this solicitation, will be the most advantageous to the Government, price and other factors considered using the <u>Lowest Technically Acceptable Price</u> process, with the lowest overall price for ALL CLINs. To be considered for award, a quote must be provided for all CLINS. Award will be made on all or none basis. Technical tradeoffs will not be made, and no additional credit will be given for exceeding acceptability.

The Government will evaluate the proposed estimated total price between offers that are determined to be technically acceptable. The Government intends to make an award based on the initial quote received; therefore, the initial quote should contain the Offeror's best terms from a price and technical standpoint. Offerors must be determined to be responsible according to the standards of FAR Part 9 to be eligible for award.

(b) A written notice of award or acceptance of a quote, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the quote. Before the quotes

specified expiration time, the Government may accept a quote unless a written notice of withdrawal is received before award.

(c) Quotes shall be evaluated for acceptability or unacceptability only and shall not be rated. Any Offeror who has submitted a technically acceptable quote and who has been found to have an acceptable past performance WILL THEN have the quote evaluated for lowest price.

(d) The award decision process is being conducted under FAR Part 12, wherein the Contracting Officer is permitted to engage in communications with individual contractors about their quotes without being subject to the policies and procedures of FAR Part 15, and without engaging in "discussions" or "negotiations" under FAR Part 15.

(e) The Government reserves the right to make a final determination whether a quote is acceptable or unacceptable solely based on the information submitted and proceed without requesting additional information.

(f) Non-price factors shall be evaluated on an Acceptable/Unacceptable basis. To be considered acceptable and eligible for award, an Offeror must address separately all the factors set forth in accordance with the instructions of this solicitation.

(g) A major item and/or gross omission which precludes meeting solicitation objectives that cannot be corrected prior to or during communications without major revision or complete resubmission of the quote will cause a quote to be found technically unacceptable.

(h) The following non-price factors shall be used to determine acceptability of a quote:

a. Factor 1: Technical Capability

b. Factor 2: Past Performance

FACTOR 1: Technical Capability

To be Technically Acceptable:

Offerors must be able to:

Provide supplies in accordance with the schedule/drawings and within the delivery schedule.

FACTOR 2: Past Performance

The Government will evaluate the offeror's Past Performance to determine acceptability of the quote in response to this solicitation. Past Performance will be evaluated on an acceptable/unacceptable basis and shall not be rated. The offeror will be evaluated on their past performance record and any other relevant information obtained from available sources which may include: Supplier Performance Risk System (SPRS), the Contractor Performance Assessment Reporting System (CPARS) at https://www.cpars.gov; or other databases.

In the case of a supplier without a record of relevant past performance history in SPRS for the PSC of the supplies being purchased, the supplier will not be evaluated favorably or unfavorably for its past performance history. In the context of acceptability/unacceptability, "unknown" shall be considered acceptable.

Should the Government discover adverse past performance information to which the Offeror had not had a prior opportunity to respond, the Contracting Officer will conduct communications if deemed appropriate.

Price

If a quote has been determined acceptable under each of the non-price factors listed above, the Government will then evaluate the quote for the lowest price.

The proposed lowest total price (the sum of the total amount for all CLINS) between offers that are determined to be technically acceptable will be the determining factor in the selection of a quote for award. Government will perform a price analysis to determine the reasonableness of proposed price in accordance with FAR 15.404-1(b). The Government will utilize a comparison of proposed prices received in response to the solicitation.

a. Award will be based on the overall lowest priced quote that meets or exceeds the acceptability standards for the non-cost factors.

b. Options (if they are part of the solicitation). The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. Evaluation of options shall not obligate the Government to exercise the option(s).

(End of Provision)

END OF SOLICITATION