## 52.212-1 INSTRUCTIONS TO OFFERORS—COMMERCIAL PRODUCTS AND COMMERCIAL SERVICES (SEP 2023)

Provisions that are incorporated by reference (by Citation Number, Title, and Date), have 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 version of FAR 52.212-1 in the addendum is tailored for Simplified Acquisition Procedures and supersedes the current version of FAR 52.212-1 contained in the FAR.

The following provision is incorporated into 52.212-1 as an addendum to this solicitation:

## ADDENDUM to FAR 52.212-1 INSTRUCTIONS TO OFFERORS—COMMERCIAL PRODUCTS AND COMMERCIAL SERVICES

(a) *Submission of offers*. Submit signed and dated offers to the office specified in this solicitation at or before the exact time specified in this solicitation. As a minimum, offers shall include—

(1) The solicitation number;

(2) The name, address, telephone number, and size status of the Offeror;

(3) The Offeror's Unique Entity Identifier (UEI) and, if applicable, Electronic Funds Transfer (EFT) indicator;

(4) All required submittals listed under Additional Instructions;

(5) Responses to provisions that require Offeror completion of information, representations, and certifications (other than those collected via the System for Award Management (SAM)); and

(6) A statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation and any solicitation amendments.

(7) All required submittals listed in additional instructions.

(b) *Period for acceptance of offers*. The Offeror agrees to hold the prices in its offer firm for 90 calendar days from the date specified for receipt of offers, unless another time period is specified in an addendum to the solicitation.

(c) *Late submissions, modifications, revisions, and withdrawals of offers*.

(1) Offerors are responsible for submitting offers and any modifications or revisions to the Government office designated in the solicitation by the time specified in the solicitation.

(2) Any offer, modification, or revision received after the time specified for receipt of offers is "late" and will not be considered unless it is received before award is made and the Contracting Officer determines that accepting the late offer would not unduly delay the acquisition. However, a late modification of an otherwise successful offer that makes its terms more favorable to the Government will be considered at any time it is received and may be accepted.

(3) If an emergency or unanticipated event interrupts normal Government workday that offers cannot be received at the Government office designated for receipt of offers by the exact time specified in the

solicitation, and urgent Government requirements preclude amendment of the solicitation or other notice of an extension of the closing date, the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal Government processes resume.

(4) Offerors may withdraw their offers by written notice to the Government received at any time before award.

(d) *Contract award (not applicable to Invitation for Bids)*. The Government intends to evaluate offers and award a contract without discussions with Offerors. Therefore, the Offeror's initial offer should contain the Offeror's best terms. However, the Government reserves the right to conduct discussions, if necessary. The Government may reject any or all offers if such action is in the public interest, accept other than the lowest offer, and waive informalities and minor irregularities in offers received.

**ADDITIONAL INSTRUCTIONS:**

**Quote Format:** Quotes must be in PDF, and compatible with Microsoft Office Software to be accepted. The quote must be formatted on 8" x 11" sized paper, using 12 font print. The Contractor's package must be labeled with the Contractor's name and business address of firm, Contractor's SAM UEI, the solicitation number, and point of contact to include name, telephone, and email address.

**Offer Due Date:** Submission of your RFQ response shall be received no later than June 30, 2026, 5:00 PM PT at daniel.kneizeh@va.gov only. Subject line shall include "RESPONSE TO RFQ 36C26226Q0309_0001" for consideration. Each Offeror shall submit only one quote which addresses all Government requirements outlined in this solicitation. The Government is not requesting or accepting alternative solutions. The Offeror shall submit their quote electronically to Contracting Officer, Daniel Kneizeh, email: daniel.kneizeh@va.gov .

- Zip Files or hyperlinks will not be accepted
- Facsimile offers will not be accepted

The Offeror submitting a quote is responsible for ensuring that the Contracting Officer/Contract Specialist has received the quote before the deadline for receipt of quotes; the Government will not be responsible for delays or failures of either the Offeror's email system or the Government's email system.

**Required Submittals:**

- General Information and Price Schedule: The offeror shall submit its pricing using the price/cost schedule included in the solicitation.
- Management Plan (6-page limit): The Offeror shall submit a narrative Management Plan describing how it will implement and manage Preventative Maintenance Services on the Government-Owned Anesthesia Equipment as required by the SOW. The Management Plan shall address: **Training** that will be provided to Government Staff (Two Employees) during the Base Year and Option Year One in accordance with the SOW. **OEM Parts**: How the Offeror will provide OEM Parts for any replacement activities needed (Non-OEM Parts are not acceptable) and the ability to procure or acquire OEM Parts when needed in accordance with the SOW.
- Past Performance: The Offeror shall submit a brief summary of up to three prior contracts or projects (within the last five years) that demonstrate its successful performance providing Preventative

Maintenance Services on Anesthesia Equipment in accordance with the Statement of Work. For each project, provide:

a. Contract Number / Project name and location.
b. Period of performance dates.
c. Customer point of contact (name, title, and phone/email).
d. Service description and scope (including number/types of vehicles and staff involved).
e. Contract / project total value.

**NOTICE OF COMPLIANCE CHECK:** A preliminary review of offers will be conducted; if all documentation is not submitted or is incomplete the offer will not be forwarded for evaluation; this will preclude the offer from any further consideration for award.

Please review the following items before submitting your proposal:

☐ Have you provided pricing in accordance with Price Cost Schedule table provided within the solicitation?

☐ Have you provided all the required submittals listed under additional instructions?

☐ Have you acknowledged any amendment (s), if applicable?

(End of Provision)