Greetings from the Corps of Engineers, Huntsville Center, Furniture Team.

Please find the attached Request for Quote **(RFQ) # W912DY-26-Q-A261**, to procure recreational furnishings for UH Multi Installations.

This RFQ includes a Standard Form 1449 (SF1449), an Excel version of Attachment #1, and a Word version of Attachment #8.

QUOTES SHALL BE SUBMITTED ACCORDING TO THE FOLLOWING PROCEDURES NO LATER THAN **10:00AM Central Time, 8 July 2026 (33 days).** This closing date/time is mandatory despite anything potentially to the contrary in block 10 of the SF 1449 or on eBuy (if used).

Please submit quotes valid for **120 days.**

PLEASE SUBMIT **QUESTIONS in email NLT 10:00AM Central Time, 15 June 2026 to** Cheryl.C.Smith@usace.army.mil.

To help you submit a complete quote for consideration, please follow all of the steps below:

1. **Quotes shall be emailed** to the Contract Specialist at Cheryl.C.Smith@usace.army.mil AND CEHNC-FurnitureQuotes@usace.army.mil by the closing date and time.

2. **Quotes shall include** no less than the following documents:
   A. SF1449, and amendments (if applicable)
   B. Excel version of Attachment 1
   C. Word version of Attachment 8
   D. Access information to an FTP upload (if applicable).

   Note: When an FTP site is used to submit your quote, **the vendor shall email the Contract Specialist.** A password sent by/from an FTP site does not satisfy the vendor's requirement to email the Contract Specialist the above documents.

3. **The subject line** of emailed quotes, and notifications of additional quote documents located on an FTP site, shall include:
   A. Company name
   B. RFQ number
   C. Project name & building(s)
   D. Number of emails

   Example: **GreatFurniture_W912DY-18-T-0140_Ft. Bragg_Bldg 1500_Email 1 of 5**

4. Complete the SF1449 with your Company name and signature in Block 17a.

5. Complete the SF1449, Item NO. (CLINS) with Unit Prices and the Extended Amounts. **Pricing on SF1449 must match pricing on Attachment 1.**

6. Complete the SF1449, Instructions To Quoters section to show installation start and completion dates.

7. Complete the SF1449, Instructions To Quoters section with your company GSA #, Tax ID #, Cage Code and Point-of-Contact information.

8. Submit a Technical Data Sheet (spec sheet / cut sheet) for each item in your quote. Make clear on the Technical Data Sheet which line item is being met.

9. Submit Technical Data Sheets that are organized and sequential as described in the SF1449, Instructions To Quoters section.

10. **Pre-award questions** shall be directed to the Contract Specialist. The contractor shall not discuss any aspect of the procurement, to include asking questions, with the onsite Technical Representative (TR) prior to contract award.

11. You may either email your quote **(up to 10MB each)** or use an FTP site to store your quote and email the Contract Specialist according to Items 2 and 3. In case of an error received during quote submission, first consider dividing a file into two parts and resending or posting. Also, you may contact the Contract Specialist for potential guidance. Huntsville Center's inboxes automatically archive to keep free space available at all times; however, the capacity of servers varies depending on digital traffic. The vendor is responsible for delivering a complete and timely quote to the Contract Specialist under all circumstances.

12. It is recommended that Contractors use the **Procurement Integrated Enterprise Environment (PIEE)**. A vendor portal for solicitations was introduced as an enterprise-level service for the Department of Defense (DoD) within the Procurement Integrated Enterprise Environment (PIEE) platform. This capability allows DoD to have a more automated and secure process for capturing solicitations and their attachments and responses from industry. To obtain additional information please visit:
https://piee.eb.mil/xhtml/unauth/web/homepage/vendorGettingStartedHelp.xhtml

i. **PIEE Size Limit**. Each uploaded attachment can be up to 1.9 gigabytes (GB) in size. The application supports different file extensions.

ii. **Notifications when an amendment to the solicitation is posted**: Within a solicitation, click the checkbox next to 'Please notify me of amendments to this solicitation' on the top left corner of the screen. You will receive email and system notification when an amendment is posted.

iii. **Upload Multiple Documents in PIEE**, multiple attachments may be uploaded at one time. After you click 'Choose File,' highlight all the files you want to upload and click 'Open.' If the total size of all the attachments exceeds 1.9GB (see 4.A above), upload the multiple attachments in batches that keeps each batch under the 1.9GB limit. Please

contact your company's Account Administrator for any account related issues. If you are experiencing technical problems with Procurement Integrated Enterprise Environment, please contact the DISA DECC Ogden Electronic Business Service Desk at link below: https://piee.eb.mil/xhtml/unauth/web/homepage/vendorCustomerSupport.xhtml

13. **Return Attachment 1 in Excel format.** Fill-in ALL blank spaces and return the attached Excel Spreadsheet version of Attachment 1 – DO NOT LEAVE ANY LINE ITEMS BLANK. If you choose to not charge for an item, please enter $0.00 beside that item.

14. **Return Attachment 8 in Word format**. Complete Attachment 8, Technical Documents Checklist, and return in Word format with your quote.

15. File names shall include your **company name in the first position** and the **submission date in the last position**, as shown in the following examples:

    GreatFurniture_SF1449, Amend 1_**20Feb18.pdf**
    GreatFurniture_Attachment 1_**20 Feb18.xls**
    GreatFurniture_Attachment 8_**20 Feb18.docx**
    GreatFurniture_Tech Data 1-12_**20 Feb18.pdf**
    GreatFurniture_Tech Data 13-24_**20 Feb18.pdf**

We would like our RFQ process to be clear and helpful. If you have suggestions, please bring them to our attention. The responsibility of providing a complete, accurate, and timely quote is yours. These instructions should help to make your quote complete.