**SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS**
***OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30***

1. REQUISITION NUMBER



2. CONTRACT NO.

3. AWARD/EFFECTIVE DATE

4. ORDER NUMBER

5. SOLICITATION NUMBER: SP7000-19-Q-1050

6. SOLICITATION ISSUE DATE: 05/23/2019

7. FOR SOLICITATION INFORMATION CALL:

a. NAME: Maria E. Anguiano maria.anguiano@dla.mil

b. TELEPHONE NUMBER *(No collect calls)*: 717-770-8695

8. OFFER DUE DATE/ LOCAL TIME: 06/20/2019 10:00 AM EST

9. ISSUED BY CODE SP7000

DLA Contracting Services Office (DCSO) – New Cumberland
5404 J AVE BLDG 404
New Cumberland, PA 17070-5059

10. THIS ACQUISITION IS [X] UNRESTRICTED OR [ ] SET ASIDE: % FOR:

[ ] SMALL BUSINESS
[ ] HUBZONE SMALL BUSINESS
[ ] SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS
[ ] WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM
[ ] EDWOSB
[ ] 8 (A)

NAICS: 532420

SIZE STANDARD: $32,500,000.00

11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED
[ ] SEE SCHEDULE

12. DISCOUNT TERMS: Net 30 Days

[ ] 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)

13b. RATING

14. METHOD OF SOLICITATION
[X] RFQ [ ] IFB [ ] RFP

15. DELIVER TO CODE

16. ADMINISTERED BY CODE SP7000
Same as Block 9

17a. CONTRACTOR/ OFFEROR CODE FACILITY CODE

TELEPHONE NO.

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

18a. PAYMENT WILL BE MADE BY CODE SL4701

DFAS Columbus
PO Box 369021
Columbus Ohio 43213
ATTN: WAWF

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

| 19. ITEM NO. | 20. SCHEDULE OF SUPPLIES/SERVICES | 21. QUANTITY | 22. UNIT | 23. UNIT PRICE | 24. AMOUNT |
|---|---|---|---|---|---|
| | Up to 60 month lease of 1 Multi-Functional Device (MFD) in Djibouti. | | | | |
| | *(Use Reverse and/or Attach Additional Sheets as Necessary)* | | | | |

25. ACCOUNTING AND APPROPRIATION DATA

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

[X] 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA [ ] ARE [X] 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

[ ] 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN _____ 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: REF. _____ 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 NO. | 20. SCHEDULE OF SUPPLIES/SERVICES | 21. QUANTITY | 22. UNIT | 23. UNIT PRICE | 24. AMOUNT |
|---|---|---|---|---|---|
| | Review this solicitation and the following attachments:<br><br>Attachment 1 - Performance Work Statement (PWS)<br>Attachment 2 - Delivery Schedule<br>Attachment 3 - CLIN Structure<br>Note: Submit a completed copy of attachment 3 with your quote.<br>-Vendors MUST indicate the MFD model number submitted per CLIN.<br>Attachment 4 - PWS Compliance Form<br>Note: Vendors MUST submit a COMPLETED copy of attachment 4 with their quote.<br>-Vendors MUST provide the specifications for each MFD model number submitted.<br>Attachment 5 - Offeror Representations and Certifications (FAR provision 52.212-3)<br>Note: Vendors MUST submit a COMPLETED copy of this provision with their quote.<br>Attachment 6 - 50 Percent Device Quantity Increase Chart | | | | |

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. E-MAIL 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 | |

| 38. S/R ACCOUNT NO. | 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 REC'D *(YY/MM/DD)* | 42d. TOTAL CONTAINERS |

**General**

This solicitation for commercial items prepared in accordance FAR Part 13.106-1. This solicitation is issued as a Request for Quotation (RFQ) number SP7000-19-Q-1050. The Federal Supply Class code is 3610. The Government anticipates awarding one firm fixed price contract to the vendor that submits the Lowest Priced Technically Acceptable (LPTA) quote. Defense Priorities and Allocations Systems (DPAS) are not applicable to this solicitation. Any award resulting from this solicitation will be issued on a Standard Form (SF) 1449.

**Requirement Description**

DLA Information Operations (EMS) Division seeks to enter into a contract for up to 60 month lease of 1 Multi-Functional Device (MFD) with services and equipment, accessories and copier machines (hereafter collectively referred to as devices) including installation and removal, full service maintenance, all consumable supplies (excluding paper), key operator training, reports, relocations, network functionality, and network security. See attachment 1 – Performance Work Statement (PWS) for requirement details.

The contracting officer reserves the right to increase the quantity of equipment and services at the awarded unit prices listed for each CLIN, not to exceed 50 percent per CLIN over the first 48 months of the contract. See Attachment 6 - 50 Percent Device Quantity Increase Chart.

**Estimated Period of Performance**

Base Period: 08/01/19 - 09/30/19, 2 Months
Option Period: 10/01/19 - 09/30/20, 12 Months
Option Period: 10/01/20 - 09/30/21, 12 Months
Option Period: 10/01/21 - 09/30/22, 12 Months
Option Period: 10/01/22 - 09/30/23, 12 Months
Option Period: 10/01/23 - 07/31/24, 10 Months

**Delivery**

30 Days after receipt of contract. If testing is required, 30 days after testing is complete. See Attachment 1 – PWS for additional details.

**Important Dates**

Solicitations Questions Due Date: 06/07/2019 no later than 12 PM Eastern.
Solicitation Close Date: 06/20/2019 no later than 10:00 AM Eastern.

**Points of Contact**

Please submit correspondence in conjunction with this solicitation to the point of contact listed below.

Primary POC:
Contracting Specialist: Tina Grujic
E-mail address: tina.grujic@dla.mil

Secondary POC:
Contracting Officer: Maria E. Anguiano
E-mail address: maria.anguiano@dla.mil

**FAR 52.212-1 INSTRUCTIONS TO OFFERORS – COMMERCIAL ITEMS (DEVIATION 2018-O0018) (OCT 2018)**

**Quote Submission**

Quotes must be submitted electronically only to the points of contacts listed below. Quotes must be submitted in English and in United States Dollars. It is the vendor's responsibility to ensure that their electronic correspondence and/or quote information has been received by the Government. Any quotes received after the closing date and time will be late and will not be accepted. The Contracting Officer reserves the right to make award without discussions.

Please submit the quote in five (5) different parts: Cover Page, Technical, Past Performance, Pricing, and Offeror Representations and Certification. Please include the following statement on every page for Parts II, III, and IV of your proposal: "SOURCE SELECTION INFORMATION – SEE FAR 2.101 and FAR 3.104."

Part I – Cover Page
a. Offeror Company Name
b. Offeror CAGE code
c. Offeror mailing address
d. Offeror POCs
e. Offeror POC Job Title
f. Offeror POC phone number
g. Offeror POC e-mail address

Part II – Technical (See attachment 4 - PWS Compliance Form)
Part III - Past Performance. Indicate prior past performance, if applicable.
Part IV – Pricing (See attachment 3 - CLIN structure)
Part V - Offeror Representations and Certifications (See Attachment 5 for a copy of FAR clause 52.212-3):

Vendors shall submit a COMPLETED copy of provision 52.212-3 with their quote in order to be considered Responsive. *The vendor shall complete only paragraphs (b) of this provision if the Offeror has completed the annual representations and certification electronically via the System for Award Management (SAM) Web site accessed through http://www.sam.gov. If the vendor has not completed the annual representations and certifications electronically, the vendor shall complete only paragraphs (c) through (r) of this provision.*

**Evaluation Criteria**

The evaluation method that will be utilized is Lowest Priced Technically Acceptable (LPTA) in accordance with FAR 15.101-2. Award will be made on the basis of the lowest evaluated price of quotes meeting or exceeding the acceptability standards for non-cost factors. Tradeoffs are not permitted. Quotes are evaluated for acceptability but not ranked using the non-cost/price factors. The evaluation criteria are as follows: Price, Technical Capability, and Past Performance.

Provision FAR 52.212-2 – EVALUATION – COMMERCIAL ITEMS (OCT 2014)

a) The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors shall be used to evaluate offers:

Price_____

Technical Capability_____

Past Performance_____ _____

Technical and past performance, when combined, will not be weighed because the LPTA evaluation method will be utilized instead.

(b) Options. 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).

(c) A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

(End of Provision)

Price

The vendor must enter a single unit price for each line item listed in attachment 3, CLIN Structure, and a total 60 month total *(Note: On the CLIN structure spreadsheet, vendors will enter their unit price for each CLIN, the total for each CLIN will calculate. Then, the 60 month total will calculate at the bottom of the spreadsheet in the 60 month total cell.).* The 60 month total price will be used to evaluate the lowest priced quote. Vendors are encouraged to discount prices in order to provide the lowest price technically acceptable quote. Complete and submit attachment 3, CLIN Structure, with your response.

Technical Requirements

To be technically acceptable, the vendor must comply with all sections set forth in Attachment 1 – PWS. The vendor must list the multi-functional device (MFD) model number per CLIN on their quote and provide the specifications for each MFD model number with their quote. Indicate your ability to comply with every section of Attachment 1 – PWS. Failure to indicate you will comply with each and every section of the PWS may result in your quote being deemed non-responsive. This will be evaluated on an "Acceptable" or "Unacceptable" basis. In order to receive an "Acceptable" rating the quote must clearly demonstrate the ability to comply with all sections set forth in Attachment 1 – PWS. A quote that is evaluated as "Unacceptable" for any requirement will not be considered for award. The vendor must complete and submit attachment 4, PWS Compliance Form, with their quote.

Past Performance

The vendor is required to submit information, on a single page, identifying federal, and/or state and/or local Government and/or private contracts performed within the past three years, which are similar in scope and complexity to the effort described in this solicitation. In the case of a vendor without a record of relevant past performance or for whom information on past performance is not available, the vendor shall state none. Vendors may submit up to three (3) customer references for work performed that is

relevant and similar in scope to this requirement. Include reference names, telephone numbers, email addresses, and a brief description of the work performed.

Past performance shall be used as an evaluation factor within the LPTA process, unless waived by the Procurement Contracting Officer, in accordance with FAR 15.101-2(b). Past performance shall be evaluated in accordance with FAR 15.305 and DFARS 215.305. However, the comparative assessment in FAR 15.305(a)(2)(i) does not apply. Therefore, past performance will be rated on an "acceptable" or "unacceptable" basis using the ratings below.

Acceptable: Based on the vendors performance record, the Government has a reasonable expectation that the vendor will successfully perform the required effort, or the vendor performance record is unknown.

Unacceptable: Based on the vendor's performance record, the Government has no reasonable expectation that the vendor will be able to successfully perform the required effort.

Note: In the case of an vendor without a record of relevant past performance or for whom information on past performance is not available or so sparse that no meaningful past performance rating can be reasonably assigned, the vendor may not be evaluated favorably or unfavorably on past performance (see FAR 15.305 (a)(2)(iv)). Therefore, the vendor shall be determined to have unknown past performance. In the context of acceptability/unacceptability, "unknown" shall be considered "acceptable."

In addition, the contracting officer will review the System for Award Management (SAM), Past Performance Information Retrieval System (PPIRS), and the Federal Awardee Performance and Integrity Information System (FAPIIS) repositories to determine contractor responsibility for the vendor with the lowest priced quote.

**Attachments**

| Attachments | Title | Pages |
|---|---|---|
| 1 | Performance Work Statement (PWS) | 37 |
| 2 | Delivery Schedule | 1 |
| 3 | CLIN Structure<br>*Note: Submit a completed copy of attachment 3 with your quote.*<br>*- Vendors MUST indicate the MFD model number submitted per CLIN.* | 1 |
| 4 | PWS Compliance Form<br>*Note: Vendors MUST submit a COMPLETED copy of attachment 4 with their quote.*<br>*- Vendors MUST provide the specifications for each MFD model number submitted.* | 1 |
| 5 | Offeror Representations and Certifications (FAR provision 52.212-3)<br>*Note: Vendors MUST submit a COMPLETED of this provision with their quote.* | 19 |
| 6 | 50 Percent Device Quantity Increase Chart | 1 |

**Clauses Incorporated by Reference**

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. Also, the full text of a clause may be accessed electronically at this/these address(es):
Regulations URLs: (Click on the appropriate regulation.)

https://www.acquisition.gov/browsefar
https://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.html
http://www.dla.mil/HQ/Acquisition/Offers/DLAD.aspx

NOTE: After selecting the appropriate regulation above, at the "Table of Contents" page, conduct a search for the desired regulation reference using your browser's FIND function. When located, click on the regulation reference (hyperlink).
(End of Clause)

| | |
|---|---|
| FAR 52.203-12 | LIMITATION ON PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS (OCT 2010) |
| FAR 52.203-19 | PROHIBITION ON REQUIRING CERTAIN INTERNAL CONFIDENTIALITY AGREEMENTS OR STATEMENTS (JAN 2017) |
| FAR 52.204-18 | COMMERCIAL AND GOVERNMENT ENTITY CODE MAINTENANCE (JUL 2016) |
| FAR 52.204-13 | SYSTEM FOR AWARD MANAGEMENT MAINTENANCE (OCT 2018) |
| FAR 52.204-19 | INCORPORATION BY REFERENCE OF REPRESENTATIONS AND CERTIFICATIONS (DEC 2014) |
| FAR 52.204-21 | BASIC SAFEGUARDING OF COVERED CONTRACTOR INFORMATION SYSTEMS (JUN 2016) |
| FAR 52.204-23 | PROHIBITION ON CONTRACTING FOR HARDWARE, SOFTWARE, AND SERVICES DEVELOPED OR PROVIDED BY KASPERSKY LAB AND OTHER COVERED ENTITIES (JUL 2018) |
| FAR 52.212-4 | CONTRACT TERMS AND CONDTIONS – COMMERCIAL ITEMS (OCT 2018) |
| FAR 52.212-5 | CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS – COMMERCIAL ITEMS (JAN 2019) |
| FAR 52.213-1 | FAST PAYMENT PROCEDURE (MAY 2006) |
| FAR 52.222-19 | CHILD LABOR--COOPERATION WITH AUTHORITIES AND REMEDIES (JAN 2018) |
| FAR 52.222-21 | PROHIBITION OF SEGREGATED FACILITIES (APR 2015) |
| FAR 52.222-26 | EQUAL OPPORTUNITY (SEP 2016) |
| FAR 52.222-29 | NOTIFICATION OF VISA DENIAL NOTIFICATION OF VISA DENIAL (APR 2015) |
| FAR 52.222-50 | COMBATING TRAFFICKING IN PERSONS (JAN 2019) |
| FAR 52.223-6 | DRUG-FREE WORKPLACE (MAY 2001) |
| FAR 52.223-18 | ENCOURAGING CONTRACTOR POLICIES TO BAN TEXT MESSAGING WHILE DRIVING (AUG 2011) |
| FAR 52.224-3 | PRIVACY TRAINING (JAN 2017) |
| FAR 52.225-13 | RESTRICTIONS ON CERTAIN FOREIGN PURCHASES (JUN 2008) |
| FAR 52.232-1 | PAYMENTS (APR 1984) |
| FAR 52.232-8 | DISCOUNTS FOR PROMPT PAYMENT (FEB 2002) |
| FAR 52.232-11 | EXTRAS (APR 1984) |

| | |
|---|---|
| FAR 52.232-33 | PAYMENT BY ELECTRONIC FUNDS TRANSFER – SYTEM FOR AWARD MANAGEMENT (OCT 2018) |
| FAR 52.232-39 | UNENFORCEABILITY OF UNAUTHORIZED OBLIGATIONS (JUN 2013) |
| FAR 52.232-40 | PROVIDING ACCELERATED PAYMENTS TO SMALL BUSINESS SUBCONTRACTORS (DEC 2013) |
| FAR 52.233-1 | DISPUTES (MAY 2014) |
| FAR 52.233-3 | PROTEST AFTER AWARD (AUG 1996) |
| FAR 52.233-4 | APPLICABLE LAW FOR BREACH OF CONTRACT CLAIM (OCT 2004) |
| FAR 52.239-1 | PRIVACY OR SECURITY SAFEGUARDS (AUG 1996) |
| FAR 52.243-1 | CHANGES--FIXED-PRICE (AUG 1987) |
| FAR 52.247-34 | F.O.B. DESTINATION (NOV 1991) |
| FAR 52.249-8 | DEFAULT (FIXED-PRICE SUPPLY AND SERVICE) (APR 1984) |
| FAR 52.252-6 | AUTHORIZED DEVIATIONS IN CLAUSES (APR 1984) |
| FAR 52.253-1 | COMPUTER GENERATED FORMS (JAN 1991) |
| DFARS 252.203-7000 | REQUIREMENTS RELATING TO COMPENSATION OF FORMER DOD OFFICIALS (SEP 2011) |
| DFARS 252.203-7002 | REQUIREMENT TO INFORM EMPLOYEES OF WHISTLEBLOWER RIGHTS (SEP 2013) |
| DFARS 252.204-7003 | CONTROL OF GOVERNMENT PERSONNEL WORK PRODUCT (APR 1992) |
| DFARS 252.204-7004 | LEVEL I ANTITERRORISM AWARENESS TRAINING FOR CONTRACTORS (FEB 2019) |
| DFARS 252.204-7009 | LIMITATIONS ON THE USE OR DISCLOSURE OF THIRD-PARTY CONTRACTOR REPORTED CYBER INCIDENT INFORMATION (OCT 2016) |
| DFARS 252.204-7012 | SAFEGUARDING COVERED DEFENSE INFORMATION AND CYBER INCIDENT REPORTING (OCT 2016) |
| DFARS 252.204-7015 | NOTICE OF AUTHORIZED DISCLOSURE OF INFORMATION FOR LITIGATION SUPPORT (MAY 2016) |
| DFARS 252.209-7004 | SUBCONTRACTING WITH FIRMS THAT ARE OWNED OR CONTROLLED BY THE GOVERNMENT OF A COUNTRY THAT IS A STATE SPONSOR OF TERRORISM (OCT 2015) |
| DFARS 252.223-7008 | PROHIBITION OF HEXAVALENT CHROMIUM (JUN 2013) |
| DFARS 252.225-7005 | IDENTIFICATION OF EXPENDITURES IN THE UNITED STATES (JUN |
| DFARS 252.225-7012 | PREFERENCE FOR CERTAIN DOMESTIC COMMODITIES (DEC 2017) |
| DFARS 252.225-7013 | DUTY-FREE ENTRY (MAY 2016) |
| DFARS 252.225-7041 | CORRESPONDENCE IN ENGLISH (JUN 1997) |
| DFARS 252.225-7043 | ANTITERRORISM/FORCE PROTECTION POLICY FOR DEFENSE CONTRACTORS OUTSIDE THE UNITED STATES (JUN 2015) |
| DFARS 252.225-7048 | EXPORT-CONTROLLED ITEMS (JUN 2013) |
| DFARS 252.229-7000 | INVOICES EXCLUSIVE OF TAXES OR DUTIES (JUN 1997) |
| DFARS 252.229-7001 | TAX RELIEF—BASIC (SEP 2014) |
| DFARS 252.229-7011 | REPORTING OF FOREIGN TAXES – U.S. ASSISTANCE PROGRAMS (SEP 2005) |
| DFARS 252.2323-7008 | ASSIGNMENT OF CLAIMS (OVERSEAS) (JUN 1997) |
| DFARS 252.232-7010 | LEVIES ON CONTRACT PAYMENTS (DEC 2006) |
| DFARS 252.233-7001 | CHOICE OF LAW (OVERSEAS) (JUN 1997) |
| DFARS 252.237-7010 | PROHIBITION ON INTERROGATION OF DETAINEES BY CONTRACTOR PERSONNEL (JUN 2013) |
| DFARS 252.243-7001 | PRICING OF CONTRACT MODIFICATIONS (DEC 1991) |

| | |
|---|---|
| DFARS 252.247-7023 | TRANSPORTATION OF SUPPLIES BY SEA--BASIC (FEB 2019) |
| DFARS 252.239-7016 | TELECOMMUNICATIONS SECURITY EQUIPMENT, DEVICES, TECHNIQUES, AND SERVICES (DEC 1991) |
| DFARS 252.239-7018 | SUPPLY CHAIN RISK (FEB 2019) |
| DFARS 252.244-7000 | SUBCONTRACTS FOR COMMERCIAL ITEMS (JUN 2013) |
| DLAD 52.204-9000 | CONTRACTOR PERSONNEL SECURITY REQUIREMENTS (JUL 2015) |
| DLAD 52.233-9001 | DISPUTES: AGREEMENT TO USE ALTERNATE DISPUTE RESOLUTION (ADR) (DLAD) (DEC 2016) |

**Full Text Clauses**

FAR 52.217-6 OPTION FOR INCREASED QUANTITY (MAR 1989)

The Government may increase the quantity of supplies called for in the Schedule at the unit price specified. The Contracting Officer may exercise the option by written notice to the Contractor within **30 Days**. Delivery of the added items shall continue at the same rate as the like items called for under the contract, unless the parties otherwise agree.

(End of Clause)

FAR 52.217-8 OPTION TO EXTEND SERVICES Option to Extend Services (Nov 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within **30 Days**.

(End of Clause)

FAR 52.217-9 OPTION TO THE EXTEND OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within **5 days**; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least **5 Days** before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed **66 Months**.

(End of Clause)

DFARS 252.232-7003 ELECTRONIC SUBMISSION OF PAYMENT REQUESTS AND RECEIVING REPORTS (DEC 2018)

(a) *Definitions*. As used in this clause—

"Contract financing payment" means an authorized Government disbursement of monies to a contractor prior to acceptance of supplies or services by the Government.
(1) Contract financing payments include—
(i) Advance payments;
(ii) Performance-based payments;
(iii) Commercial advance and interim payments;
(iv) Progress payments based on cost under the clause at Federal Acquisition Regulation (FAR) 52.232-16, Progress Payments;
(v) Progress payments based on a percentage or stage of completion (see FAR 32.102(e)), except those made under the clause at FAR 52.232-5, Payments Under Fixed-Price Construction Contracts, or the clause at FAR 52.232-10, Payments Under Fixed-Price Architect-Engineer Contracts; and
(vi) Interim payments under a cost reimbursement contract, except for a cost reimbursement contract for services when Alternate I of the clause at FAR 52.232-25, Prompt Payment, is used.
(2) Contract financing payments do not include—
(i) Invoice payments;
(ii) Payments for partial deliveries; or
(iii) Lease and rental payments.
"Electronic form" means any automated system that transmits information electronically from the initiating system to affected systems.
"Invoice payment" means a Government disbursement of monies to a contractor under a contract or other authorization for supplies or services accepted by the Government.
(1) Invoice payments include—
(i) Payments for partial deliveries that have been accepted by the Government;
(ii) Final cost or fee payments where amounts owed have been settled between the Government and the contractor;
(iii) For purposes of subpart 32.9 only, all payments made under the clause at 52.232-5, Payments Under Fixed-Price Construction Contracts, and the clause at 52.232-10, Payments Under Fixed-Price Architect-Engineer Contracts; and
(iv) Interim payments under a cost-reimbursement contract for services when Alternate I of the clause at 52.232-25, Prompt Payment, is used.
(2) Invoice payments do not include contract financing payments.
"Payment request" means any request for contract financing payment or invoice payment submitted by the Contractor under this contract or task or delivery order.
"Receiving report" means the data prepared in the manner and to the extent required by Appendix F, Material Inspection and Receiving Report, of the Defense Federal Acquisition Regulation Supplement.
(b) Except as provided in paragraph (d) of this clause, the Contractor shall submit payment requests and receiving reports in electronic form using Wide Area WorkFlow (WAWF). The Contractor shall prepare and furnish to the Government a receiving report at the time of each delivery of supplies or services under this contract or task or delivery order.
(c) Submit payment requests and receiving reports to WAWF in one of the following electronic formats:
(1) Electronic Data Interchange.
(2) Secure File Transfer Protocol.
(3) Direct input through the WAWF website.

(d) The Contractor may submit a payment request and receiving report using methods other than WAWF only when—
(1) The Contractor has requested permission in writing to do so, and the Contracting Officer has provided instructions for a temporary alternative method of submission of payment requests and receiving reports in the contract administration data section of this contract or task or delivery order;
(2) DoD makes payment for commercial transportation services provided under a Government rate tender or a contract for transportation services using a DoD-approved electronic third party payment system or other exempted vendor payment/invoicing system (e.g., PowerTrack, Transportation Financial Management System, and Cargo and Billing System);
(3) DoD makes payment on a contract or task or delivery order for rendered health care services using the TRICARE Encounter Data System; or
(4) The Governmentwide commercial purchase card is used as the method of payment, in which case submission of only the receiving report in WAWF is required.
(e) Information regarding WAWF is available at https://wawf.eb.mil/.
(f) In addition to the requirements of this clause, the Contractor shall meet the requirements of the appropriate payment clauses in this contract when submitting payment requests.

(End of clause)

DFARS 252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (DEC 2018)

(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 Supplement (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.

**2-in-1 Document Type** and **Inspection and Acceptance is FOB Destination**

*(Contracting Officer: Insert applicable invoice and receiving report document type(s) for fixed price line items that require shipment of a deliverable.)*

(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.

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*(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 item financing, submit a commercial item financing request.

(2) ) Fast Pay requests are only permitted when Federal Acquisition Regulation (FAR) 52.213-1 is included in the contract.

(f) *[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 | *SP7000* |
| Admin DoDAAC | *SP7000* |
| Inspect By DoDAAC | |
| Ship To Code | SA7031 |
| Ship From Code | |
| Mark For Code | |
| Service Approver (DoDAAC) | SA7031 |
| Service Acceptor (DoDAAC) | SA7031 |
| Accept at Other DoDAAC | |
| LPO DoDAAC | |
| DCAA Auditor DoDAAC | |
| Other DoDAAC(s) | |

*(*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.

____**disa.ogden.esd.mbx.cscassig@mail.mil**_ or__**Paul Lange - Paul.Lange @dla.mil** _____

*(Contracting Officer: Insert applicable information or "Not applicable.")*

(2) Contact the WAWF helpdesk at 866-618-5988, if assistance is needed.

(End of clause)

**Provisions Incorporated by Reference**

FAR 52.252-1 SOLICITATIONS PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

This solicitation incorporated 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 full text of a clause may be accessed electronically at this/these address(es): Regulations URLs: (Click on the appropriate regulation.)

https://www.acquisition.gov/browsefar
https://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.html
http://www.dla.mil/HQ/Acquisition/Offers/DLAD.aspx

NOTE: After selecting the appropriate regulation above, at the "Table of Contents" page conduct a search for the desired regulation reference, using your browser's FIND function. When located, click on the regulation reference (hyperlink).

(End of Provision)

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| FAR 52.204-7 | SYSTEM FOR AWARD MANAGEMENT (OCT 2018) |
| FAR 52.204-16 | COMMERCIAL AND GOVERNMENT ENTITY CODE REPORTING (JUL 2016) |
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| FAR 52.222-22 | PREVIOUS CONTRACTS AND COMPLIANCE REPORTS (FEB 1999) |
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