SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS

OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30

1. REQUISITION NUMBER: 1170137

PAGE 1 OF 23

2. CONTRACT NO.

3. AWARD/ EFFECTIVE DATE

4. ORDER NUMBER

5. SOLICITATION NUMBER: 12319826Q5007

6. SOLICITATION ISSUE DATE: 08/11/2026

7. FOR SOLICITATION INFORMATION CALL:

a. NAME: LA SHAUN THOMPSON

b. TELEPHONE NUMBER (No collect calls): 202-760-6742

8. OFFER DUE DATE/LOCAL TIME: 08/28/2026 1200 ET

9. ISSUED BY CODE FNS-HQ-MGMT-C

FNS-HQ-MGMT-CMD
1320 Braddock Place
Room 208
Alexandria VA 22314

10. THIS ACQUISITION IS ☒ UNRESTRICTED OR ☐ SET ASIDE: % FOR:

☐ SMALL BUSINESS
☐ HUBZONE SMALL BUSINESS
☐ SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS (SDVOSB)
☐ WOMEN-OWNED SMALL BUSINESS (WOSB)
☐ ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS (EDWOSB)
☐ 8(A)

NORTH AMERICAN INDUSTRY CLASSIFICATION STANDARD (NAICS): 541611

SIZE STANDARD: $24.5

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
☒ REQUEST FOR QUOTE (RFQ) ☐ INVITATION FOR BID (IFB) ☐ REQUEST FOR PROPOSAL (RFP)

15. DELIVER TO CODE FNS-HQ-MGMT-CMD

FNS-HQ-MGMT-CMD
1320 BRADDOCK Place
ROOM 208
ALEXANDRIA VA 22314

16. ADMINISTERED BY CODE FNS-HQ-MGMT-CMD

FNS-HQ-MGMT-CMD
1320 Braddock Place
Room 208
ALEXANDRIA VA 22314

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

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

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	The USDA Food and Nutrition Administration seeks a contractor to produce accurate, reliable, and timely national, regional, State agency, county level, and Congressional district level estimates of WIC eligibility and program reach for calendar years 2024 and 2025. The contractor will produce eligibility counts, eligibility rates, coverage rates, participation rates, and all deliverables described in the attached Performance Work Statement, including a full 2024/2025 report, a brief 2024 national level report, county and				

(Use Reverse and/or Attach Additional Sheets as Necessary)

25. ACCOUNTING AND APPROPRIATION DATA

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

☐ 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 ☐ 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.

☐ 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: 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)*: KRISTOPHER R. BANKHEAD

31c. DATE SIGNED

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	Congressional district estimates, and interactive online graphics. Delivery: 14 Days After Award				
0001	Project Management (Task 1) Product/Service Code: R499 Product/Service Description: SUPPORT-PROFESSIONAL: OTHER				
0002	Analysis Plan (Task 2) Product/Service Code: R422 Product/Service Description: SUPPORT-PROFESSIONAL: MARKET RESEARCH/PUBLIC OPINION				
0003	Main Report & Brief CY2024 Report (Task 3) Product/Service Code: R422 Product/Service Description: SUPPORT-PROFESSIONAL: MARKET RESEARCH/PUBLIC OPINION				
0004	Data & Analytic Files (Task 4) Product/Service Code: R422 Product/Service Description: SUPPORT-PROFESSIONAL: MARKET RESEARCH/PUBLIC OPINION				
	Continued ...				

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. TELEPHONE NUMBER OF AUTHORIZED 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 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 REC'D *(YY/MM/DD)*	42d. TOTAL CONTAINERS

NAME OF OFFEROR OR CONTRACTOR

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0005	Briefing (Task 5) Product/Service Code: R422 Product/Service Description: SUPPORT-PROFESSIONAL: MARKET RESEARCH/PUBLIC OPINION				
0006	Interactive Online Graphics (Task 6) Product/Service Code: R422 Product/Service Description: SUPPORT-PROFESSIONAL: MARKET RESEARCH/PUBLIC OPINION				
0007	ITO Estimates (Task 7) - OPTIONAL Product/Service Code: R422 Product/Service Description: SUPPORT-PROFESSIONAL: MARKET RESEARCH/PUBLIC OPINION				
0008	County & Congressional District Estimates (Task 8) - OPTIONAL Product/Service Code: R422 Product/Service Description: SUPPORT-PROFESSIONAL: MARKET RESEARCH/PUBLIC OPINION				
0009	Travel/ODCs (if applicable) Product/Service Code: R422 Product/Service Description: SUPPORT-PROFESSIONAL: MARKET RESEARCH/PUBLIC OPINION				

2024 & 2025 Estimates of WIC Eligibility and Program Reach
Solicitation - 12319826Q5007

This Request for Quotation (RFQ) is prepared in accordance with Federal Acquisition Regulation (FAR) Part 12, as supplemented with additional information included in this notice. Proposed pricing must be offered against the contractor's current schedule contract.

Statement of Requirement

The USDA Food and Nutrition Administration seeks a contractor to produce accurate, reliable, and timely national, regional, State-agency, county-level, and Congressional district-level estimates of WIC eligibility and program reach for calendar years 2024 and 2025. The contractor will produce eligibility counts, eligibility rates, coverage rates, participation rates, and all deliverables described in the attached Performance Work Statement, including a full 2024/2025 report, a brief 2024 national-level report, county and Congressional district estimates, and interactive online graphics.

Price Schedule

Item	Supplies/Services	Qty
0001	Project Management (Task 1)	1
0002	Analysis Plan (Task 2)	1
0003	Main Report & Brief CY2024 Report (Task 3)	1
004	Data & Analytic Files (Task 4)	1
005	Briefing (Task 5)	1
006	Interactive Online Graphics (Task 6)	1
007	OPTIONAL - ITO Estimates (Task 7)	1
008	OPTIONAL - County & Congressional District Estimates (Task 8)	1
009	Travel/ODCs (if applicable)	1

Order Level Materials

Quoters shall clearly identify any proposed Order-Level Materials (OLMs) in their quotation. OLMs must be listed separately from items and labor categories.

At a minimum, the quotation shall include the following for each OLM:

- Item description
- Quantity and unit of measure
- Unit price and extended price
- Vendor or source (if not provided by the prime)
- Price support (e.g., catalog pricing, vendor quote)

Quoters shall certify that all proposed OLMs are not items already included in the offeror's quoted supplies or services under this solicitation.
s
OLMs shall not be embedded in labor rates or other CLINs.

The Government may reject or remove any item not clearly identified and supported as an OLM.

Technical Data

Technical data and supporting documentation associated with this solicitation are provided as attachments to this RFQ. These documents include all required program, methodological, and performance details needed for prospective contractors to develop accurate quotations.

Solicitation Attachments
The following documents are included with this solicitation and can be accessed in the Attachments/Links section of the SAM.gov posting:

1. Attachment 1 – Solicitation
2. Attachment 2 – Pricing Sheet
3. Attachment 3 – Question Format
4. Attachment 4 – Past Performance Questionnaire
5. Attachment 5 - Performance Work Statement (PWS)- Provides full project requirements, detailed tasks, participant categories, deliverables, data sources, methodology expectations, and performance standards for the 2024/2025 WIC Eligibility and Program Reach estimates.

External Resources (Optional)
Background WIC program data may be located on USDA's public website if offerors desire additional context.

Delivery Information –
Delivery shall follow the 18-month period of performance described in the PWS, beginning on the date of award.

Early deliveries will be accepted.

Other Information –
• All public-facing deliverables must be 508-compliant.
• All contractor communication must follow the protocols in the PWS.
• All analyses delivered under this contract must include accompanying data, code, and documentation needed to recreate the analyses conducted under this contract.

Contract Clauses

The following FAR Clauses will be applicable to this order:

52.204-9	Personal Identity Verification of Contractor Personnel (Jan 2011)
52.204-21	Basic Safeguarding of Covered Contractor Information Systems (Nov 2021)
52.204-25	Prohibition on Contracting for Certain Telecommunications and Video Service: or Equipment (Nov 2021)
52.217-8	Option to Extend Services (Nov 1999) 30 calendar days prior to contract expiration
52.217-9	Option to Extend the Term of the Contract (Mar 2000)
52.222-90	(a) 30 Calendar days prior to contract expiration and 60 days (c) five years. Addressing DEI Discrimination by Federal Contractors (Apr 2026)
52.237-3	Continuity of Services (Jan 1991)
52.240-91	Security Prohibitions and Exclusions (Dec 2025)

United States Department of Aquiculture Acquisition Regulation (AGAR) Clauses
The clauses and provisions contained herein are applicable to any order awarded as a result of this solicitation.

452.203-71 Anti-Discrimination and Diversity, Equity, and Inclusion (DEI) Compliance (May 2026)

(a) By entering into this contract, the contractor certifies that:

(1) It is compliant with all applicable Federal anti-discrimination laws and the Equal Protection principles of the U.S. Constitution, and it will remain compliant for the duration of the contract.

(2) Neither it nor any subcontractor or teaming partner operates or funds any program, policy, or initiative that promotes DEI in a manner that violates any applicable Federal anti-discrimination laws, including but not limited to Title VI and VII of the Civil Rights Act of 1964, or the Equal Protection principles of the U.S. Constitution, and the contractor and any subcontractor or teaming partner will not do so for the duration of the contract.

(b) If the contractor participates in, facilitates, or funds programs that implicate Title VI of the Civil Rights Act of 1964 or Title IX of the Education Amendments of 1972, as amended, including but not limited to grants to or for schools, colleges, universities, 4-H programs, non-governmental organization (NGO) programs, sports programs, and education-related grants to prisons or other

detention facilities, the contractor certifies that it will remain compliant with those laws, including the requirements set forth in Executive Order 14168, Defending Women from Gender

Ideology Extremism and Restoring Biological Truth to the Federal Government, and Executive Order 14173, Ending Illegal Discrimination and Restoring Merit-Based Opportunity.

(c) The contractor affirms that the above requirements are conditions of payment that go to the essence of the contract and are therefore material terms of the contract. Payments under the contract are predicated on compliance with the above requirements, and therefore the contractor is not eligible for funding under the contract or to retain any funding under the contract absent compliance with the above requirements.

(d) This certification reflects a change in the Government's position regarding the materiality of the foregoing requirements and therefore any prior payment of similar claims does not reflect the materiality of the foregoing requirements to this contract.

(e) Submission of a knowing false statement relating to contractor's compliance with the above requirements and/or eligibility for the contract may subject the contractor to liability under the False Claims Act, 31 U.S.C. § 3729, and/or criminal liability, including under 18 U.S.C. §§ 287 and 1001.

(f) The contractor must include the provisions of this clause in all subcontract solicitations.

(g) Failure on the part of the contractor or its subcontractors to comply with the terms of this clause may be grounds for the Contracting Officer to terminate this contract for default.

(End of Clause)

AGAR 452.203-72 Unenforceable Supplier Terms (MAY 2026)

(a) Definitions.

Supplier terms mean provisions customarily drafted by vendors of supplies or services and intended to create a binding legal obligation on the end user. The term applies:

1. Regardless of the format or style of the document. For example, supplier terms may appear in standard terms of sale or lease, Terms of Service (TOS), End User License Agreement (EULA), or another similar legal instrument or agreement, and may be presented as part of a proposal or quotation responding to a solicitation for a contract or order or otherwise become effective after the contract date.
2. Regardless of the media or delivery mechanism used. For example, supplier terms may be presented as one or more paper documents or may appear on a computer or other electronic device screen during a purchase, software installation, other product delivery, registration for a service, or another transaction.

(b) Applicability. When any supply or service acquired under this contract is subject to supplier terms, the supplier terms are deemed part of the contract only to the extent they are consistent with this clause. Supplier terms that conflict with any part of this clause, the contract, or Federal law are void and will not be considered incorporated into a contract, even if they are physically present in a contract documentation or systems. In

the event of any inconsistency between supplier terms and this contract, this clause and the terms of the Government contract must govern and supersede any supplier terms in all cases.

(c) Authorization Required. Notwithstanding any other provision, no supplier terms must be binding on the Government unless the term is expressly authorized on the USDA Supplier Terms Authorization Form signed by the Contracting Officer, and the completed Authorization Form has been incorporated into the contract.

(d) Unenforceable Terms. Any supplier terms that impose obligations or restrictions inconsistent with applicable Federal law are unenforceable against the Government and deemed stricken from the agreement. This includes, but is not limited to, any clause that:

1. Requires the Government to pay future fees, penalties, interest, legal costs, early termination fees, cancellation fees, minimum purchase commitments, true up payments,
   seat count minimums, usage minimums, continued use charges, or any other financial obligation not expressly authorized by the contract.
2. Requires the Government to indemnify the contractor or any other entity.
3. Restricts the Government's ability to obtain similar supplies or services from another source.
4. Imposes any penalty, financial or otherwise, based on the Government's decision not to exercise an option.
5. Subjects the United States Government to the laws of any U.S. state, territory, district, municipality, or foreign nation, except where Federal law expressly permits such application.
6. Requires dispute resolution in a forum or venue other than one prescribed by applicable Federal law.
7. Establishes a period of limitations for bringing an action that differs from that provided by applicable Federal law.
8. Grants the contractor rights to use, mine, access, aggregate, analyze, or otherwise exploit Government data, usage data, or metadata.
9. Deems the Government to have accepted initial or revised terms based on silence, continued performance, or failure to object.
10. Grants the supplier the right to audit Government facilities, systems, records, or use of the product or service, except as expressly authorized by the contract and applicable Federal law.
11. Requires the Government to accept supplier security requirements, network access requirements, monitoring, penetration testing, or other technical or security measures.
12. Permits the supplier to suspend, degrade, or terminate access to products or services based on alleged nonpayment, alleged breach, automated security triggers.
13. Limits the Government's right to use, install, access, test, evaluate, or transfer the licensed product or service in any manner consistent with the contract and Federal law.
14. Requires the Government to store, process, maintain, or transmit data in a particular geographic location, or permits the supplier to transfer Government data outside the United States, except as expressly authorized by applicable

Federal law.

15. Authorizes the supplier to use the Government's name, seal, trademark, logo, or any reference to the Government as an end user or customer for marketing, publicity, promotional activities, press releases, or similar purposes.
16. Incorporates by reference, or requires the Government to accept, terms or conditions imposed by any third party, subcontractor, or upstream service provider, unless such terms are expressly incorporated into the contract by bilateral modification.
17. Limits, conditions, or negates the contractor's performance obligations, service levels, or remedies through a supplier provided service level agreement (SLA).
18. Uses Government data, usage data, metadata, prompts, content, or interactions to train, finetune, improve, or derive any artificial intelligence, machine learning, or automated decision-making model.
19. Subjects the Government to automated decision making, automated risk scoring, automated content moderation, or any algorithmic process that may affect access, performance, or rights under the contract.
20. Utilizes artificial intelligence or algorithmic tools that produce decisions, recommendations, or outputs affecting contract performance without providing transparency, explainability, auditability, and bias mitigation consistent with applicable Federal law and policy.
21. Profiles, tracks, or analyzes Government user behavior, preferences, communications, or interactions for personalization, marketing, or algorithmic optimization purposes.

(e) Non-binding Actions. Neither the Government nor any Government authorized end user is deemed to have consented to any term, condition, or clause by virtue of its inclusion in the supplier agreement or through the use of clickwrap, browse wrap, "I agree" mechanisms, or similar means. Execution of such mechanisms does not bind the Government or its authorized end users to any unenforceable terms.

(f) End user. The supplier agreement must bind the ordering activity as the end user to the extent it does not conflict with the terms of this clause, but it must not bind or impose personal liability on any Government employee or any person acting on behalf of the Government in their personal capacity.

(g) Law and disputes. The supplier agreement is governed by Federal law.

(h) Statutory exception. This clause does not apply to indemnification or any other payment by the Government that is expressly authorized by statute and specifically authorized under applicable agency regulations and procedures.

(i) Continued performance. The supplier or licensor must not unilaterally revoke, terminate, or suspend any rights granted to the Government except as allowed by the contract. If the supplier or licensor believes the ordering activity to be in breach of the supplier agreement, it must pursue its rights under the Contract Disputes Act or other applicable Federal statute while proceeding diligently with performance, pending final resolution of any dispute in accordance with the Disputes Clause at FAR 52.2124(d) or FAR 52.2331, as applicable.

(i) Arbitration. Binding arbitration must not be used unless specifically authorized by agency guidance.

(k) Equitable or injunctive relief. Equitable or injunctive relief, including the award of attorney fees, costs, or interest, may be awarded against the United States Government only when explicitly provided by statute (e.g., the Prompt Payment Act or the Equal Access to Justice Act).
(1) Revisions to supplier agreements. Any revisions to the supplier agreement must be incorporated into the contract using a bilateral modification. Unilateral revisions are not binding on the Government.
(m) No automatic renewals. If any license or service tied to periodic payment is provided under the supplier agreement (e.g., annual software maintenance or annual lease term), such license or service must not renew automatically upon expiration of its current term without prior express written consent from an authorized Government representative.
(n) Indemnification. Any clause of the supplier agreement requiring the supplier or licensor to defend or indemnify the end user is amended to provide that the U.S. Department of Justice has the sole right to represent the United States in any such action, in accordance with 28 U.S.C. 516.
(o) Taxes or surcharges. Any taxes or surcharges which the supplier or licensor seeks to pass along to the Government as end user will be governed by the terms of the associated Government contract or order and must be submitted to the Contracting Officer for a determination of applicability prior to invoicing unless specifically agreed otherwise.
(p) Non assignment. The supplier agreement may not be assigned, nor may any rights or obligations thereunder be delegated, without the Government's prior approval, except as expressly permitted by FAR 52.212-4(b) or FAR 52.232-23, as applicable.
(q) Confidential information. If the supplier agreement includes a confidentiality clause, such clause is amended to state that neither the agreement nor the contract price list, as applicable, must be deemed "confidential information." Issues regarding release of "unit pricing" will be resolved consistent with the Freedom of lnformation Act. Notwithstanding anything in the supplier agreement to the contrary, the Government may retain any confidential information as required by law, regulation, or its internal document retention procedures for legal, regulatory, or compliance purposes; provided, however, that all such retained confidential information will continue to be subject to the confidentiality obligations of the supplier agreement.
(r) Conflict with Federal law. If any other language, provision, or clause of the supplier agreement conflicts or is inconsistent with Federal law or the terms and conditions of this contract, such language, provisions, or clauses will be considered null and void and will not be binding on the United States Government.
(End of Clause)

452.204–70 Modification for Contract Closeout (Nov 2025)
(a) If unliquidated funds in the amount of $1000 or less remain on the contract, the Contracting Officer (Contracting Officer) shall issue a unilateral modification for deobligation. The contractor will receive a copy of the modification but will not be required to provide a signature. The Contracting Officer shall immediately proceed with contract closeout upon completion of the period of performance, receipt and acceptance of supplies or services, and final payment.

(b) Upon contract closeout for contracts utilizing SAP: if unliquidated funds of more than $1000 remain on the contract, the Contracting Officer shall issue a bilateral modification for deobligation. The contractor will receive a copy of the modification and will be required to provide a signature. (The Contracting Officer may also request a "Contractor Release of Claims" be completed by the contractor, although not required for contracts and orders using SAP.) If the bilateral modification and Release of Claims are not returned to the Contracting Officer within 60 days, the Contracting Officer shall release the modification as unilateral and proceed with contract close-out upon completion of the period of performance, receipt and acceptance of supplies or services, and final payment.
(c) Upon contract closeout for contracts utilizing anything other than cost reimbursement, if unliquidated funds of more than $1000 remain on the contract, the Contracting Officer shall issue a bilateral modification for deobligation. The contractor will receive a copy of the modification and a ''Contractor Release of Claims'' and will be required to provide a signature on both forms. If the bilateral modification and Release of Claims are not returned to the Contracting Officer within 120 days, the Contracting Officer shall release the modification as unilateral and proceed with contract closeout upon completion of the period of performance, receipt and acceptance of supplies or services, and final payment.
(End of Clause)

452.204-71 Personal Identity Verification and Workforce Integrity of Contractor Employees (Apr 2026)
(a) Compliance with PIV Requirements. The contractor must comply with the personal identity verification (PIV) policies and procedures established by the United States Department of Agriculture (USDA) Directives 4620-002 series, Homeland Security Presidential Directive 12, and any implementing guidance issued by the Contracting Officer. The contractor must appoint a representative responsible for PIV compliance and must maintain a current list of employees eligible for a USDA LincPass or otherwise authorized to perform work under this contract.

(b) PIV Sponsor Availability. The PIV Sponsor for this contract is the designated Government point of contact identified in the contract, typically the COR unless otherwise specified. The Government will notify the contractor of any changes. The contractor remains responsible for meeting all PIV obligations regardless of changes in sponsor availability.

(c) Contractor Workforce Integrity and Accountability. The contractor is fully responsible for ensuring that all individuals performing under this contract are properly vetted, eligible for access, authorized to perform the work, and accurately represented. At a minimum, the contractor must implement lawful and effective internal controls to:

(1) Verify the identity, work authorization, and qualifications of all personnel assigned;

(2) Ensure only the individuals presented to USDA for PIV enrollment or identity verification perform work;

(3) Detect and address indicators of identity fraud, unauthorized substitution, or other workforce integrity risks; and

(4) Ensure continuous oversight of personnel, including remote workers, in accordance with any reporting requirements specified in the Contract.

(d) Mandatory Removal and Replacement. If the Government determines that a contractor employee fails to meet eligibility, security, integrity, or performance requirements, the Contracting Officer may direct the contractor to remove the individual from performance. The contractor must:

(1) Remove the employee immediately upon notice;

(2) Provide a qualified replacement at no additional cost to the Government; and

(3) Ensure continuity of operations so as not to impact mission requirements.

(4) Failure to promptly remove or replace employees when directed may result in remedies including withholding payment, termination, or other actions authorized under this contract.

(e) Impact on Contractor Performance. Contractor compliance with this clause, including timely removal and replacement of personnel, adherence to PIV requirements, and maintenance of workforce integrity, is a material requirement of this contract. Incidents of identity discrepancies, failure to maintain an eligible workforce, submission of personnel who do not match verified identities, unauthorized substitutions, or failure to comply with Government direction may result in termination and will be documented in the contractor's performance assessment and reflected in the Contractor Performance Assessment Reporting System (CPARS).

(f) Subcontractor Applicability. The contractor must include this clause in all subcontracts requiring routine unaccompanied physical access to a Federally controlled facility and/or routine unaccompanied access to a Federally controlled information system. The contractor is accountable for ensuring subcontractor compliance.

(g) No Government Direction of Hiring Practices. Nothing in this clause authorizes the Government to direct the contractor's internal hiring processes or require the disclosure of personal information beyond what is authorized by law, regulation, or contract terms. The contractor remains solely responsible for determining lawful methods to meet the requirements of this clause.
(End of Clause)

452.204-72 Use of Electronic Data Interchange (EDI) or Other Automation Technologies (Apr 2026)

(a) In the event that Electronic Data Interchange (EDI) functionality or other automation technologies such as Robotics Process Automation is utilized to facilitate electronic transactions between USDA and its contractors, it is the sole responsibility of the Contractor to ensure accuracy of the electronically transferred data. The Government's electronic system shall serve as the system of record for all data exchanged or retrieved.

(b) The Government shall not be liable to the Contractor for any delay or failure associated with EDI or other automation technologies. The Contractor's use of this service is at the Contractor's sole risk. For electronic or automated services provided by USDA to the contractor, the services are provided on an "as is" and "as available" basis. For electronic or automated services provided by the contractor that interact with the USDA electronic systems, the USDA is not responsible for any costs incurred by the contractor related to the development, test, or support of the services. The Contractor shall be responsible for all fees associated with EDI. The Contractor is responsible for the confidentiality and security of its systems, interfaces, interconnections, and any documents that the customer receives from The Government pursuant to the contract.

(c) The Government reserves the right to restrict, refuse, or cancel any participation in EDI services.
(End of clause)

Solicitation Information

Solicitation: 12319826Q5007 - Full and Open Competition
Issuance Date: August 11, 2026
Deadline for Receipt of Questions: August 19, 2026, 12:00 PM EST
Closing Date and Time: August 28, 2026, 12:00 PM EST
Contract Type: Firm-Fixed-Price (FFP)
Period of Performance: 18 months from date of award

Deliverable & Payment Schedule
Payment will be made to the Offeror based upon delivery and acceptance of the tasks performed.

INVOICE PROCESS:
Submission of Invoices:

1. USDA and the Invoice Processing Platform (IPP) – **http://www.ipp.gov/Contractors/index.htm.** The benefits of registering with IPP include the ability for your company to create invoices directly from a contract award and submit electronically. The IPP Customer Support Desk is available to assist users Monday through Friday (excluding bank holidays) from 8:00AM - 6:00PM ET, including answering any questions related to accessing IPP or completing the registration process. The toll-free number is 866-973-3131 or email: IPPCustomerSupport@fms.treas.gov.
2. Invoices shall be submitted in accordance with the "Authorized Payment Schedule" for each contract/task/order. The contractor shall submit a monthly progress update at a monthly interval with the monthly progress invoice throughout the life of the project. The submission of an acceptable progress update to the Government is a condition precedent to processing of the Contractor's pay request for the monthly invoice.

To constitute a proper invoice, the invoice must include the following information and/or attached documentation:

1. Name and address of the business concern;
2. Invoice number and invoice date;
3. Contract number, Delivery Order number, Purchase Order number, Task Order number, or other authorization for delivery of property or services actually delivered or rendered;
4. Description, unit price, extended price, and quantity of property and services actually delivered or rendered with supporting documentation (i.e. travel receipts, etc.).
5. Shipping and payment terms;
6. Name, title, phone number, and complete mailing address of responsible official to whom payment is to be sent;
7. A certification statement saying that the funds have only been used for work for this contract;
8. Name, title, phone number, and mailing address of person to notify in the event of a defective invoice;
9. Taxpayer Identification Number (TIN); and
10. Offerors MUST note FINAL INVOICE on the final invoice when submitted upon final delivery of all supplies/equipment or completion of the contract.

Submission of Questions and Quotations
All questions must be received using the Question Format **(Attachment 3)** no later than (NLT) **12PM Eastern Daylight Time (EDT), by August 19, 2026.** Quotation submitted in response to this RFQ shall be formatted in accordance with the instructions provided in this section.
The quotation must be received no later than **12PM EDT, August 28, 2026.**

Please submit Technical/Management and Price Quotation regarding the RFQ via SAM.gov. No phone calls will be accepted.

The United States Department of Agriculture (USDA), Food and Nutrition Administration (FNA), It is anticipated that a Firm-Fixed-Price (FFP) Task Order, consisting of one (1) 18-month base period with no option periods, will be awarded as a result of this Request for Quotation (RFQ), under NAICS code 541611 (Administrative Management and General Management Consulting Services). The order will be in accordance with FAR 12 and FAR 13.

Offeror shall provide all management, supervision, labor and equipment, planning, scheduling, and coordinating to ensure effective performance of all services and/or supplies.

Offeror shall ensure their representations, certifications, and other information on the System for Award Management (SAM) website are accurate and current at the time of quotation submission.

The resulting Task Order will incorporate the Offeror's completed pricing sheet **(Attachment 2).** In addition, FNA requests that the Offeror include any available discounts which can be further added to its current Price List.

Performance

The period of performance for this Task Order is as follows:
Base: (Date of award) - through 18 months

Place of Performance
The work under this Task Order shall be performed throughout the continental United States, Hawaii, designated areas of Alaska (Anchorage, Juneau, and Fairbanks), U.S. Virgin Islands, and Guam, and potentially other U.S. territories.

Award Type

It is anticipated that a firm-fixed price Task Order consisting of one (1) one-year and (6) six months base period shall be awarded as a result of this solicitation. The total duration of this order shall not exceed (18) eighteen months.

Basis on which Selection will be made:

Award Method: Highest Rated Technically Acceptable (HRTA)

Award will be made to the Offeror whose quotation is **highest rated among technically acceptable submissions**, in accordance with the evaluation factors and methods described below.

Evaluation Criteria and Method:
Quotations will be evaluated based on the following factors, listed in descending order of importance:

FACTOR 1 – TECHNICAL APPROACH (VOLUME 1)
The Government will evaluate the Offeror's Technical Approach for its clarity, completeness, methodological soundness, and demonstrated understanding of all analytical, statistical, reporting, and data-production requirements described in the 2024–2025 WIC Eligibility and Program Reach Estimates PWS.

Higher ratings may be assigned to Technical Approaches that demonstrate:

- A strong and detailed understanding of:
    - Producing national, regional, state, territory, county-level, and Congressional district-level WIC eligibility and program-reach estimates
    - Developing and documenting statistical methods consistent with the PWS
    - Generating eligibility counts, eligibility rates, coverage rates, and participation rates
    - Preparing all required reports, including the brief CY2024 report and full CY2024/2025 technical report
    - Producing interactive online graphics and all associated data files
    - Delivering replicable analyses with complete supporting data, code, and documentation
    - Sound methodological approaches that reduce risk, increase accuracy, and support transparent replication

- Clear understanding of data sources, processing requirements, and analytical challenges

FACTOR 2 – PAST PERFORMANCE (VOLUME 2)
The Government will evaluate the Offeror's Past Performance to determine the likelihood of successful performance under this requirement.

Past Performance may include:
• Prior work supporting USDA/FNS analytical or research efforts
• Statistical modeling projects
• Public-facing federal reports
• Demographic or program-eligibility estimation projects
• Relevant past performance of subcontractors, predecessor companies, or key personnel
The Government will assess:
• Recency – work completed within the last five years
• Relevance – similarity in scope (WIC or federal program eligibility analysis), complexity (statistical modeling, multi-level reporting), and magnitude
• Quality – accuracy, completeness, timeliness, and success of deliverables

Performance Confidence Assessment

Rating	Definition
Relevant	Past performance involved significant similarity in subject matter, magnitude, and complexity to this solicitation.
Somewhat Relevant	Past performance involved some similarity in subject matter or complexity.
Not Relevant	Past performance did not involve similar analytical, statistical, or reporting work.

FACTOR 3 – PRICE (VOLUME 3)
Offerors shall provide Firm-Fixed-Price quotations based on the pricing structure required in this solicitation.

Any quantity price discounts and discounts for prompt payment should be included in this section. The offeror shall provide pricing as requested in the attached spreadsheet titled "ATTACHMENT 2 -Pricing Sheet". Any quantity price discounts and discounts for prompt payment should be included in this section. Total price evaluation will be for the base period in accordance with FAR 52.217-8, up to a six-month extension period.

Price will be evaluated for:
• Fairness and reasonableness
• Completeness and accuracy of cost components
• Compliance with PWS tasks and deliverables

Failure to propose pricing for the base period and all option periods on individual line items may result in a quotation being excluded from further consideration.

FAR 52.212-1 Instructions to Offerors - Commercial Products and Commercial Services (Nov 2025)

General Information

a. Questions shall be submitted via SAM.gov, Government Point of Entry and are due no later than August 19, 2026, at 12:00 PM Eastern Day Time. This will ensure enough time to respond before the solicitation period ends.
b. This RFQ does not commit the Government to pay any costs incurred in the submission of any quotation or in making necessary studies for the preparation thereof. Nor does it commit the Government to procure or contract for said services. The Contracting Officer is the only individual who can commit the Government to the expenditure of public funds in connection with this proposed procurement. Costs shall not be incurred by the recipients of the solicitation document in anticipation of receiving direct reimbursement from the Government. The Government will not reimburse for quotation preparation. This solicitation and resulting award shall not cover charges for any items which are not specifically provided for by this solicitation. Offerors are cautioned that if it provides services or supplies not specifically covered during the performance of any subsequent award, regardless of who requested them (including the COR), payment will not be made.
c. The Government will award a single Firm-Fixed-Price Task Order with Options resulting from this RFQ to the Offeror whose quotation is the highest rated, technically acceptable, and offers the best value to the Government after evaluation in accordance with the evaluation criteria.
Therefore, initial quotations should contain the Offeror's best quote from a technical and price standpoint.

d. Quotation submitted in response to this RFQ shall be formatted in accordance with the instructions provided in this section. The quotation must be received no later than August 28, 2026, at 12:00 PM EDT.

Quotations shall consist of three volumes, as follows:

Volume 1 - Technical Capability - Includes Technical Approach & Management Approach
Volume 2 - Past Performance
Volume 3 - Price

TECHNICAL CAPABILITY (VOLUME 1)-NTE 15 Pages Total

The length of the technical capability volume shall not be more than 15 pages total and shall have one-inch margins, Times New Romans font, single space, and 12-point size. Offeror is encouraged to submit the fewest number of pages responsive to the Performance Work Statement requirements using the quotation section page limits as cited within this section. Pages that exceed the page limit will not be considered in the evaluation.

The Pricing information SHALL NOT be included in the technical quote.

Quote shall be submitted via SAM.gov. All files shall be compatible with Microsoft Office product(s) and/or Adobe software.

1. **Cover Page (not to exceed 1 page)**

   At a minimum, this page shall include the Offeror's name, address, taxpayer ID number, CAGE code, Unique Employer Identification Number; Offeror's Point of Contact to include name, title, phone number, and email address; the solicitation number and date of submission. This page shall also include a quotation validity date of no less than 90 days.

2. **Executive Summary (not to exceed 2 pages)**

   The Executive Summary shall provide a concise narrative summary of your technical quotation, highlighting any key or unique features.

3. **Technical Capability (not to exceed 12 pages)**

TECHNICAL AND MANAGEMENT APPROACH (VOLUME 1)

At a minimum, the following shall be addressed:

ii. A description (in the Offeror's own words) of the technical approach that satisfies the requirements of the Performance Work Statement (PWS). This discussion shall clearly demonstrate the Offeror's understanding for performing and managing the work, including the proposed methods to ensure that schedules are met, the methods for achieving the goals and objectives stated herein, and any other information (i.e., difficulties, uncertainties, and risks associated with the work) that may bear on your ability to perform the PWS requirements successfully. A simple repetition and/or paraphrasing of the requirements set forth in this solicitation is unlikely to provide for an adequate demonstration by prospective Offerors of a proper understanding of the scope of effort required and may be judged as insufficient for establishing technical capability.

iii. The Offeror shall describe its management plan, clearly outlining how it plans to accomplish the requirements of the PWS. The narrative shall address the Offeror's plan to provide a clear chain of responsibility, quality control plan, cost control method, contract administration, and retention of qualified personnel to fill vacant positions and maintain continuity of personnel throughout performance of the contract.

iv. The Offeror shall include its organizational structure and its staffing plan, which clearly outlines staffing levels that align personnel by proposed labor category and staffing information to support the proposed level of effort. The staffing plan shall address how the Offeror will manage employee absenteeism as it relates to impact on operations and PWS requirements. The Offeror's

staffing plan shall specifically address the Offeror's approach to staffing positions requiring appropriate security clearances and certification levels.

The Offeror shall submit a resume (restricted to two (2) pages) for each Key Personnel which clearly indicates required qualifications, certifications, and experience, along with statements of availability and letters of commitment for Key Personnel. The Government will evaluate the expertise proposed for key personnel and higher ratings will be assigned to resumes that demonstrate:

Experience: Years of experience and project complexity that exceed the minimum stated in Section 8.0 of the PWS.

Success: A documented record of performance on projects of similar size and scope

Retention: Key personnel who are current employees of the offeror and have demonstrated longevity within the organization.

NOTE: The Offeror must notify the Contracting Officer if, between the time of quotation submission and award, their proposed key personnel will be unavailable to perform under the contract post-award.

PAST PERFORMANCE (VOLUME 2)

Offerors must provide past performance information in accordance with the instructions and format provided in **(Attachment 4).** It is the Offeror's responsibility to send the Past Performance Questionnaire (PPQ) to its customers and direct the customer to submit the completed survey to **LaShaun Thompson at LaShaun.Thompson@usda.gov, no later than August 28, 2026 by 12:00 PM EDT.** Past Performance Surveys received after the due date will be deemed late and may not be considered.

Offerors shall provide examples of three (3) past projects performed within the past (5) years to include Task Orders or Contracts for work of the same or similar to the requirements specified in the PWS, including timeliness and quality of services provided and brief descriptions of how the projects relate to this project and how the success of prior projects was determined. This list must include the contract number, value, description, and technical/contracting points of contact (POC's). The POC's names, telephone numbers, agency and e-mail addresses must also be included. These past projects will be evaluated for relevancy to the scope and requirements of this PWS.

If the reference does not submit a past performance questionnaire, the reference will not be considered in the relevancy and evaluation of the Offerors past performance.

PRICE (VOLUME 3)

The price quotation shall include the following:

1. Your company's Taxpayer Identification Number (TIN) and Unique Employer Identification Number (UEI). Your company must have an active System for Award Management (SAM) registration.
2. Using **(Attachment 2)** pricing sheet, offer must be made on all tasks outlined in the PWS. The total price shall include the unit price for each store visit, discount terms, and the total price.
3. The not-to-exceed quantities will be used to calculate the overall total value of the task order.

FAR Solicitation Provisions (Incorporated by Reference)

52.203-18	Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements or Statements-Representation (Jan 2017)
52.209-2	Prohibition on Contracting with Inverted Domestic Corporations - Representation (Sep 2025)
52.209-11	Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction under any Federal Law (Sep 2025)
52.217-5	Evaluation of Options (Nov 2025)
52.233-2	Service of Protest (Sep 2025)
52.240-90	Security Prohibitions and Exclusions Representations and Certifications (Dec 2025)

AGAR Provisions

452.203-70 Anti-Discrimination and Diversity, Equity, and Inclusion (DEI) Certification (Dec 2025)

(a) By submission of its offer, the Offeror certifies that:

(1) It is compliant with all applicable Federal anti-discrimination laws and the Equal Protection principles of the U.S. Constitution.
(2) Neither it nor any proposed subcontractor or teaming partner operates or funds any program, policy, or initiative that promotes DEI in a manner that violates any applicable Federal anti-discrimination laws, including but not limited to Title VI and VII of the Civil Rights Act of 1964, or the Equal Protection principles of the U.S. Constitution.

(b) If the Offeror participates in, facilitates, or funds programs that implicate Title VI of the Civil Rights Act of 1964 or Title IX of the Education Amendments of 1972, as amended, including but not limited to grants to or for schools, colleges, universities, 4-H

programs, non-Governmental organization (NGO) programs, sports programs, and education-related grants to prisons or other detention facilities, by submission of its offer, the Offeror certifies that it is compliant with those laws, including the requirements set forth in Executive Order 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government, and Executive Order 14173, Ending Illegal Discrimination and Restoring Merit-Based Opportunity.

(c) The Offeror affirms that the above requirements are conditions of payment that go to the essence of the contract and are therefore material terms of the contract. Payments under the contract are predicated on compliance with the above requirements, and therefore the Offeror will not be eligible for funding under the contract or to retain any funding under the contract absent compliance with the above requirements.

(d) This certification reflects a change in the Government's position regarding the materiality of the foregoing requirements and therefore any prior payment of similar claims does not reflect the materiality of the foregoing requirements to this contract.

(e) Submission of a knowing false statement relating to Offeror's compliance with the above requirements and/or eligibility for the contract may subject the Offeror to liability under the False Claims Act, 31 U.S.C. § 3729, and/or criminal liability, including under 18 U.S.C. §§ 287 and 1001.

(f) Failure on the part of the Offeror or its subcontractors to comply with the terms of this clause may be grounds for the Contracting Officer to terminate the contract for default.
(End of Provision)

NOTICE FOR FILING AGENCY PROTESTS
United States Department of Agriculture (USDA) Ombudsman Program

The United States Department of Agriculture (USDA) is committed to fair, transparent, and efficient acquisitions. Interested parties with concerns about this solicitation are encouraged to seek resolution through the following USDA procedures.

Tier 1: Contracting Officer Concern Resolution

Submission: Interested parties with concerns about either the solicitation or subsequent award should first submit their concern directly to the Contracting Officer, providing sufficient detail to allow the Contracting Officer to understand and assess the issue.

Process: The Contracting Officer will review the concern, seek clarification as needed, and engage with the interested party to attempt prompt resolution.

Review Timeline: The Contracting Officer will make every effort to provide a response or resolution within 10 business days of receiving the concern.

Effect on Award or Performance: Tier 1 engagement is not considered an official notification of filing an agency protest and does not pause solicitation deadlines, delay award decisions, or suspend contract performance.

Next Steps: If the matter cannot be resolved at Tier 1, the interested party may file a written agency protest under Tier 2.

USDA encourages all parties to seek resolution with the Contracting Officer before filing an agency protest.

Tier 2: Agency Protest

If concerns cannot be resolved at Tier **1,** an interested party may file a written agency protest with either the Contracting Officer or the USDA Independent Review Authority. The decision by the USDA Independent Review Authority is an alternative to a decision by the Contracting Officer. The USDA Independent Review Authority will not consider an appeal of the Contracting Officer's decision on an agency protest.

The protest must state whether the protester elects review by the Contracting Officer, by the UDSA Independent Review Authority. If no election is stated, the Contracting Officer will decide the protest.

Required Information: Protests shall include the information set forth in FAR 33.104-4 (a)(3). Failure to submit the required information may result in a delay or dismissal of the protest.

Submission: Agency protests should be submitted electronically to SPE.inquiry@usda.gov and the Contracting Officer.

Timeliness: Protests must be filed within the timeframes specified in FAR 33.104.
Effect on Award or Performance: Contract awards or performance will be suspended during the protest period unless justified in writing for urgent and compelling reasons or determined to be in the best interest of the Government.

Review Timeline: USDA strives to resolve agency-level protests within 35 business days of receipt.

Election of Forum: By filing a protest with USDA, the protesters agree not to file a protest on the same matter with the Government Accountability Office (GAO) or any other external forum while the agency protest is pending. If such a protest is filed externally, the USDA agency protest will be dismissed.

Questions: Questions regarding this notice or protest procedures should be directed to the Contract Specialist identified in this solicitation.

Attachments:
Attachment 1 – Solicitation
Attachment 2 - Pricing Sheet
Attachment 3 - Question Format
Attachment 4 - Past Performance Questionnaire
Attachment 5 - Performance Work Statement (PWS)