SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL PRODUCTS AND COMMERCIAL SERVICES

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

1. REQUISITION NUMBER: 1625-OPL-26-NAT-0072

2. CONTRACT NUMBER:

3. AWARD/EFFECTIVE DATE:

4. ORDER NUMBER:

5. SOLICITATION NUMBER: 1605C5-26-Q-00029

6. SOLICITATION ISSUE DATE: 08/11/2026

7. FOR SOLICITATION INFORMATION CALL:

a. NAME: Daniel Garza

b. TELEPHONE NUMBER *(No collect calls)*: 469-522-2763

8. OFFER DUE DATE/ LOCAL TIME: 08/25/2026 1200 ED

9. ISSUED BY CODE: CAS

US Department of Labor
Customer Acquisition Services
200 Constitution Ave, NW N-2305
Washington DC 20210

10. THIS ACQUISITION IS [X] 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): 541910

SIZE STANDARD: $22.5

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

12. DISCOUNT TERMS:

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

13b. RATING:

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

15. DELIVER TO CODE: BLS DC NAT SHIP

US DEPARTMENT OF LABOR
4600 Silver Hill Road
Room 1R105
Suitland MD 20746

16. ADMINISTERED BY CODE: CAS

US Department of Labor
Customer Acquisition Services
200 Constitution Ave, NW N-2305
Washington DC 20210

17a. CONTRACTOR/ OFFEROR CODE: FACILITY CODE:

TELEPHONE NUMBER:

18a. PAYMENT WILL BE MADE BY CODE:

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

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

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	On behalf of The Bureau of Labor Statistics (BLS), the U.S. Department of Labor (DOL), Office of the Senior Procurement Executive (OSPE) issues this unrestricted and open market request for quotations (RFQ) for Continued... *(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)*: SHAYLA E. BATTLE

31c. DATE SIGNED

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	telecommunications services annual household survey data. This RFQ will result in a firm-fixed price (FFP) purchase order. Questions about the RFQ are due by August 14, 2026 at 12:00PM EST. Please email questions to the following email address: garza.daniel@dol.gov Quote submission deadline is August 25, 2026 at 12:00PM EST to the following email address: garza.daniel@dol.gov Delivery: 30 Days After Award Period of Performance: 09/28/2026 to 09/27/2031				
0001	Base Year Telecom Services Sampling Data - 4 quarterly datasets (or 1 annual) consisting of consumer/residential survey response data from 2025 as listed in SOW supplied by subscribers of wireless telephone services. Product/Service Code: R702 Period of Performance: 09/28/2026 to 09/27/2027				
	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. EMAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

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

STOCK RECORD (S/R)		40. PAID BY
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	

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

NAME OF OFFEROR OR CONTRACTOR

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
1001	Option Period 1 Telecom Services Sampling Data - 4 quarterly datasets (or 1 annual) consisting of consumer/residential survey response data from 2026 as listed in SOW supplied by subscribers of residential telecommunications services (land-line telephone, internet access, cable and satellite television, and bundled packages of those services). (Option Line Item) (Anticipated Option Exercise Date) 08/28/2027 Product/Service Code: R702 Period of Performance: 09/28/2027 to 09/27/2028				
2001	Option Period 2 Telecom Services Sampling Data - 4 quarterly datasets (or 1 annual) consisting of consumer/residential survey response data from 2027 as listed in SOW supplied by subscribers of wireless telephone services. (Option Line Item) (Anticipated Option Exercise Date) 08/28/2028 Product/Service Code: R702 Period of Performance: 09/28/2028 to 09/27/2029				
3001	Option Period 3 Telecom Services Sampling Data - 4 quarterly datasets (or 1 annual) consisting of consumer/residential survey response data from 2028 as listed in SOW supplied by subscribers of residential telecommunications services (land-line telephone, internet access, cable and satellite television, and bundled packages of those services). (Option Line Item) (Anticipated Option Exercise Date) 08/28/2029 Product/Service Code: R702 Period of Performance: 09/28/2029 to 09/27/2030				
4001	Option Period 4 Telecom Services Sampling Data - 4 quarterly datasets (or 1 annual) consisting of consumer/residential survey response data from 2029 as listed in SOW supplied by subscribers of wireless telephone services. (Option Line Item) Continued...				

NAME OF OFFEROR OR CONTRACTOR

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	(Anticipated Option Exercise Date) 08/28/2030 Product/Service Code: R702 Period of Performance: 09/28/2030 to 09/27/2031				

B - Supplies or Services/Prices 5
C - Description/Specifications 5
D - Packaging and Marking 7
E - Inspection and Acceptance 7
F - Deliveries or Performance 7
G - Contract Administration Data 7
H - Special Contract Requirements 8
I - Contract Clauses 8
J - List of Documents, Exhibits and Other Attachments 18
K - Representations, Certifications, and Other Statements of Bidders 18
L - Instructions, Conditions, and Notices to Bidders 18
M - Evaluation Factors for Award 20

B - Supplies or Services/Prices

Item/Sub Number	Description	Quantity	Unit of Issue	Unit Price	Total Item Amount
0001	Base Year Telecom Services Sampling Data - 4 quarterly datasets (or 1 annual) consisting of consumer/residential survey response data from 2025 as listed in SOW supplied by subscribers of wireless telephone services.				
1001	Option Period 1 Telecom Services Sampling Data - 4 quarterly datasets (or 1 annual) consisting of consumer/residential survey response data from 2026 as listed in SOW supplied by subscribers of residential telecommunications services (land-line telephone, internet access, cable and satellite television, and bundled packages of those services).				
2001	Option Period 2 Telecom Services Sampling Data - 4 quarterly datasets (or 1 annual) consisting of consumer/residential survey response data from 2027 as listed in SOW supplied by subscribers of wireless telephone services.				
3001	Option Period 3 Telecom Services Sampling Data - 4 quarterly datasets (or 1 annual) consisting of consumer/residential survey response data from 2028 as listed in SOW supplied by subscribers of residential telecommunications services (land-line telephone, internet access, cable and satellite television, and bundled packages of those services).				
4001	Option Period 4 Telecom Services Sampling Data - 4 quarterly datasets (or 1 annual) consisting of consumer/residential survey response data from 2029 as listed in SOW supplied by subscribers of wireless telephone services.				

C - Description/Specifications

STATEMENT OF WORK
Telecommunications Services Sampling Data

I. Background

The Bureau of Labor Statistics (BLS) has an ongoing interest in market data with which to analyze, evaluate, and improve the indexes it produces. Specifically, the BLS is seeking detailed data for one year from a survey asking households to record information about their purchases for telecommunications services. BLS would like to wholly purchase this data, as opposed to a temporary lease of the data.

The BLS is the principle Federal agency responsible for measuring price changes in the economy and constructs indexes using data

collected from both households and business establishments. Because of the importance of BLS data, it is critical that the component indexes are accurate, timely, and relevant.

II. Scope of Work

The BLS is looking for one year of household survey data (starting with data from 2025), asking households to record information about their purchases of telecommunications services defined by below:

- Residential (wireline) telecommunications services including land-line telephone, internet access, cable and satellite televisions, and bundled packages of these services
- Wireless telephone services

The necessary variables and a brief description are listed below in Table 1.

Table 1: Variables for the Data File

Variable	Description/Scope
Month	Calendar month in which the survey was completed
ZIP	Residential ZIP code of the respondent completing the survey
Services/Products	• Residential (wireline) telecommunications services including land-line telephone, internet access, cable and satellite television, and bundled packages of these services • Wireless telephone services
Provider/Carrier	The company providing the service to the consumer/household
Package Name	Indicates the specific type of service/product the consumer purchased. For example, if the consumer purchased wireless telephone service as a part of the bundle, this field would specify the other services that were bundled with wireless telephone service.
Length of service	The number of months the household reports having been a customer of the provider/carrier
Contract Status	Describes the type of contract the household has with the provider for these services

Features	Major features of each package, including but not limited to the following:
	• For land-line telephone:
	  ○ Type of local calling (unlimited or other)
	  ○ Type of long-distance calling (unlimited or other)
	• For internet access:
	  ○ Downstream and upstream speeds
	  ○ Amount of included data (mobile internet only)
	  ○ Type of transmission technology
	• For cable and satellite television:
	  ○ Total channels included
	  ○ Premium channels included (name and number)
	  ○ Language package
	  ○ Number and type of included receivers
	  ○ DVR service fees
	• For wireless telephone:
	  ○ Type of wireless account (postpaid or prepaid)
	  ○ Type of service plan (individual or family)
	  ○ Number of phone lines
	  ○ Total data allowance
	  ○ Additional features, like hotspot data access

Monthly Spend	Reported amount of the household's monthly bill for the subscribed services

Table 2 is a basic example of the structure of the data for wireless telephone services:

Table 2: Example of Monthly Data File

Month	ZIP	Service	Provider	Package Name	Bundle	Length of Service (months)	Contract Status	Included Data	N
2025_03	20212	Wireless Telephone	Company A	10GB Prepaid Plan	Yes - with TV	36	Prepaid	10GB	
2025_03	20213	Wireless Telephone	Company A	Unlimited Postpaid Plan	No	12	Postpaid	Unlimited	

Potential vendors should be able to complete the following tasks at a minimum:

- Provide one year of survey data, starting with 2025.
- Provide data for all of the Services/Products listed in Table 1.
- Provide data from a sample of households across the country representing a cross-section of U.S. households.
- Provide data where the respondents have completed the survey questions related to the variables in Table 1 to as high a degree of completion and accuracy as possible.
- Provide data in an electronic format in a standard file type (i.e. CSV, SAS, txt, etc.)
- Provide survey questionnaire and response key.
- Provide data in a secure electronic manner such as secure file transfer protocol (SFTP).

DATA AVAILABILITY
Please be advised that the selected vendor may not use the Bureau of Labor Statistics name in connection with any collection of data that is being purchased under this contract. The data being purchased should be commercially available and not collected exclusively on behalf of the BLS. The vendor will not have access to BLS data.

III. Deliverables

Description	Date of Delivery
Four quarterly (or one annual file) data set of variables and values as described in section II for a service/product.	Data will be historical, so delivery should start as soon as contract is awarded and should be delivered in full (either four quarterly tables of one annual) for a service/product. The data file(s) shall be delivered to BLS data team via SFTP or another secure file transfer.

IV. Period of Performance
The period of performance will be a 12-month base period, with four (4), 12-month option periods to follow. Specific delivery dates of data to be determined upon contract award.

CIPSEA Pledge
The Bureau of Labor Statistics, its employees, agents, and partner statistical agencies, will use the information you provide for statistical purposes only and will hold the information in confidence to the full extent permitted by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act of 2002 (Title 5 of Public Law 107-347) and other applicable Federal laws, your responses will not be disclosed in identifiable form without your informed consent. Per the Federal Cybersecurity Enhancement Act of 2015, Federal information systems are protected from malicious activities through cybersecurity screening of transmitted data.

D - Packaging and Marking

NA

E - Inspection and Acceptance

NA

F - Deliveries or Performance

NA

G - Contract Administration Data

NA

H - Special Contract Requirements

NA

I - Contract Clauses

FAR 52.202-1 Definitions. (JUN 2020)

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 52.209-2 Prohibition on Contracting With Inverted Domestic Corporations-Representation. (NOV 2015)

FAR 52.209-10 Prohibition on Contracting With Inverted Domestic Corporations. (NOV 2015)

FAR 52.209-11 Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction under any Federal Law. (FEB 2016)

FAR 52.212-1 Instructions to Offerors - Commercial Products and Commercial Services. (SEP 2023)

FAR 52.212-4 Contract Terms and Conditions - Commercial Products and Commercial Services. (NOV 2023)

FAR 52.217-4 Evaluation of Option Exercised at Time of Contract Award. (JUN 1988)

FAR 52.217-5 Evaluation of Options. (JUL 1990)

FAR 52.219-4 Notice of Price Evaluation Preference for HUBZone Small Business Concerns. (OCT 2022)

(a) *Evaluation preference*. (1) Offers will be evaluated by adding a factor of 10 percent to the price of all offers, except-

(i) Offers from HUBZone small business concerns that have not waived the evaluation preference; and

(ii) Otherwise successful offers from small business concerns.

(2) The factor of 10 percent shall be applied on a line item basis or to any group of items on which award may be made. Other evaluation factors described in the solicitation shall be applied before application of the factor.

(3) When the two highest rated offerors are a HUBZone small business concern and a large business, and the evaluated offer of the HUBZone small business concern is equal to the evaluated offer of the large business after considering the price evaluation preference, award will be made to the HUBZone small business concern.

(b) *Waiver of evaluation preference*. A HUBZone small business concern may elect to waive the evaluation preference, in which case the factor will be added to its offer for evaluation purposes.

[ ] Offeror elects to waive the evaluation preference.

(c) *Joint venture*. A HUBZone joint venture agrees that, in the performance of the contract, at least 40 percent of the aggregate work performed by the joint venture shall be completed by the HUBZone small business parties to the joint venture. Work performed by the HUBZone small business parties to the joint venture must be more than administrative functions.

(End of clause)

52.222-90 Addressing DEI Discrimination by Federal Contractors (Deviation APR 2026)

FAR 52.223-1 Biobased Product Certification. (MAY 2024)

FAR 52.226-8 Encouraging Contractor Policies To Ban Text Messaging While Driving. (MAY 2024)

FAR 52.227-14 Rights in Data-General. (MAY 2014)

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 52.232-13 Notice of Progress Payments. (APR 1984)

FAR 52.232-39 Unenforceability of Unauthorized Obligations. (JUN 2013)

FAR 52.232-40 Providing Accelerated Payments to Small Business Subcontractors. (MAR 2023)

FAR 52.233-4 Applicable Law for Breach of Contract Claim. (OCT 2004)

52.240-90 Security Prohibitions and Exclusions Representations and Certifications. (Deviation NOV 2025)

FAR 52.243-1 Changes - Fixed-Price. (AUG 1987)

DOLAR 2952.209-70 Organizational Conflict of Interest Clause-OCI-1 Exclusion From Future Agency Contracts. (DEC 2012)

FAR 52.203-2 Certificate of Independent Price Determination. (APR 1985)

(a) The offeror certifies that-

(1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to (i) those prices, (ii) the intention to submit an offer, or (iii) the methods or factors used to calculate the prices offered;

(2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory-

(1) Is the person in the offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or

(2)(i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above [*insert full name of person(s) in the offeror's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the offeror's organization*];

(ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and

(iii) As an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above.

(c) If the offeror deletes or modifies subparagraph (a)(2) above, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

(End of provision)

FAR 52.217-8 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 10 days.

(End of clause)

FAR 52.217-9 Option To Extend the Term of the Contract. (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 15 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 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 60 months.

(End of clause)

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): [Insert one or more Internet addresses]

(End of clause)

DOLAR 2952.201-70 Contracting Officer's Representative (COR) Clause. (SEP 2014)

(a) A Contracting Officer's Representative (COR) will be delegated upon award. A copy of the delegation memorandum will be provided to the COR and a delegation letter sent to the vendor.

(b) The COR is responsible as applicable for receiving all deliverables; inspecting and accepting the supplies or services provided hereunder in accordance with the terms and conditions of this contract; providing direction to the contractor which clarifies the contract effort, fills in details or otherwise serves to accomplish the contractual scope of work; evaluating performance; and certifying all invoices/vouchers for acceptance of the supplies or services furnished for payment.

(c) The COR does not have the authority to alter the contractor's obligations under the contract, and/or modify any of the expressed terms, conditions, specifications, or cost of the agreement. If, as a result of technical discussions, it is desirable to alter/change contractual obligations or the scope of work, the contracting officer must issue such changes.

(End of Clause)

DOLAR 2952.204-70 Records Management Requirements. (AUG 2018)

A. Definitions

"Federal record," as defined in 44 U.S.C. 3301, includes all recorded information, regardless of form or characteristics, made or received by a federal agency under federal law or in connection with the transaction of public business and preserved or appropriate for preservation by that agency or its legitimate successor as evidence of the organization, functions, policies, decisions, procedures, operations, or other activities of the United States Government or because of the informational value of data in them.

The term federal record:

(a) Includes DOL records.

(b) Does not include personal materials.

(c) Applies to records created, received, or maintained by contractors pursuant to their DOL contract.

(d) May include deliverables and documentation associated with deliverables.

B. Requirements

(a) Contractor shall comply with all applicable records management laws and regulations, as well as National Archives and Records Administration (NARA) records policies, including but not limited to, the Federal Records Act (44 U.S.C. chs. 21, 29, 31, 33), NARA regulations at 36 CFR chapter XII, subchapter B, and those policies associated with the safeguarding of records covered by the Privacy Act of 1974 (5 U.S.C. 552a). These policies include the preservation of all records, regardless of form or characteristics, mode of transmission, or state of completion.

(b) In accordance with 36 CFR 1222.32(b), all data created for Government use and delivered to, or falling under the legal control of, the Government are federal records subject to the provisions of 44 U.S.C. chapters 21, 29, 31, and 33, the Freedom of Information Act (FOIA) (5 U.S.C. 552), as amended, and the Privacy Act of 1974 (5 U.S.C. 552a), as amended and must be managed and scheduled for disposition only as permitted by statute or regulation.

(c) In accordance with 36 CFR 1222.32, contractor shall maintain all records created for government use or created in the course of performing the contract and/or delivered to, or under the legal control of, the Government and must be managed in accordance with federal law. Electronic records and associated metadata must be accompanied by sufficient technical documentation to permit understanding and use of the records and data.

(d) DOL and its contractors prevent the alienation or unauthorized destruction of records, including all forms of mutilation. Records may not be removed from the legal custody of DOL or destroyed except for in accordance with the provisions of the applicable agency schedules and with the written concurrence of the Head of the Contracting Activity in consultation with the Agency Records Officer. Willful and unlawful destruction, removal, damage, or alienation of federal records is subject to the fines and penalties imposed by 18 U.S.C. 2701. In the event of any unlawful or accidental removal, defacing, alteration, or destruction of records, the contractor must report the event to DOL. The agency must report the incident directly to their Agency Records Officer. The Agency Records Officer will engage the Departmental Records Officer who will follow procedures promptly to report to NARA in accordance with 36 CFR part 1230.

(e) The contractor shall immediately notify the appropriate contracting officer upon discovery of any inadvertent or unauthorized disclosures of information, data, documentary materials, records, or equipment. Disclosure of non-public information is limited to authorized personnel with a need-to-know as described in the contract. The contractor shall ensure that the appropriate personnel, administrative, technical, and physical safeguards are established to ensure the security and confidentiality of this information, data, documentary material, records and/or equipment is properly protected. The contractor shall not remove material from government facilities or systems, or facilities or systems operated or maintained on the Government's behalf, without the express written permission of the Head of the Contracting Activity. When information, data, documentary material, records, and/or equipment is no longer required, it shall be returned to DOL's control, or the contractor must hold it until otherwise directed. Items returned to the Government shall be hand carried, mailed, emailed, or securely electronically transmitted to the contracting officer or address prescribed in the contract. Destruction of records is EXPRESSLY PROHIBITED unless in accordance with paragraph (d) of this clause.

(f) The contractor is required to obtain the contracting officer's approval prior to engaging in any contractual relationship (sub-contractor) in support of this contract requiring the disclosure of information, documentary material, and/or records generated under, or relating to, contracts. The contractor (and any sub-contractor) is required to abide by government and DOL guidance for protecting sensitive, proprietary information, classified, and controlled unclassified information.

(g) The contractor shall only use government IT equipment for purposes specifically tied to or authorized by the contract and in accordance with DOL policy.

(h) The contractor shall not create or maintain any records containing any non-public DOL information that are not specifically tied to or authorized by the contract.

(i) The contractor shall not retain, use, sell, or disseminate copies of any deliverable that contains information covered by the Privacy Act of 1974 or that which is generally protected from public disclosure by an exemption to the Freedom of Information Act.

(j) [[Insert the following if no other data rights clause has been included in the contract]] The DOL owns the rights to all data and records produced as part of this contract. All deliverables under the contract are the property of the U.S. Government for which DOL shall have unlimited rights to use, dispose of, or disclose such data contained therein as it determines to be in the

public interest. Any contractor rights in the data or deliverables must be identified as required by FAR 52.227-11 through 52.227-20.

(k) Training. All contractor employees assigned to this contract who create, work with, or otherwise handle records are required to take the annual mandatory records management training, provided by DOL, as directed by the Contracting Officer's Representative (COR). The training shall be completed in a timeframe specified by the COR. The contractor confirms training has been completed according to agency policies, including initial training and any annual or refresher training.

C. Flow Down of Requirements to Subcontractors

(a) The contractor shall incorporate the substance of this clause, its terms, and requirements, including this paragraph, in all subcontracts under this contract and require written subcontractor acknowledgment of same.

(b) Violation by a subcontractor of any provision set forth in this clause will be attributed to the contractor.

(End of Clause)

2952.207-70 Contractor Personnel Telework. (Deviation MAR 2026)

The Government must not provide or reimburse contractor personnel for internet connectivity.

(End of Clause)

DOLAR 2952.207-70 Contractor Personnel Telework. (OCT 2021)

The Government shall not provide or reimburse contractor personnel for internet connectivity.

(End of Clause)

DOLAR 2952.224-70 Privacy Breach Notification Requirements. (APR 2018)

A. Definitions

"Breach" is defined as the loss of control, compromise, unauthorized disclosure, unauthorized acquisition, or any similar occurrence where-

(a) A person other than an authorized user accesses or potentially accesses Personally Identifiable Information (PII); or

(b) An authorized user accesses or potentially accesses PII for an unauthorized purpose.

"Information" is defined as any communication or representation of knowledge such as facts, data, or opinions in any medium or form, including textual, numerical, graphic, cartographic, narrative, electronic, or audiovisual forms (see Office of Management and Budget (OMB) Circular No. A-130, Managing Federal Information as a Strategic Resource).

"Information System" is defined as a discrete set of information resources organized for the collection, processing, maintenance, use, sharing, dissemination, or disposition of information (44 U.S.C. 3502).

"Personally Identifiable Information" is defined as information that can be used to distinguish or trace an individual's identity, either alone or when combined with other information that is linked or linkable to a specific individual (see OMB Circular No. A-130, Managing Federal Information as a Strategic Resource).

B. Requirements

(a) Contractors and subcontractors that collects or maintains federal information on behalf of the agency or uses or operates an information system on behalf of the agency shall comply with federal law *e.g.*, FISMA 2014, E-Government Act and the Privacy Act. Additionally, the contractor shall meet OMB directives and National Institute of Standards and Technology Standards to ensure processing of PII is adequately managed.

(b) The contractor shall:

(1) Properly encrypt PII in accordance with appropriate laws, regulations, directives, standards, or guidelines;

(2) Report to DOL any suspected or confirmed breach in any medium or form, including paper, oral, and electronic within one hour of discovery;

(3) Cooperate with and exchange information with DOL (contracting officer and Contracting Officer's Representative) as well as allow for an inspection, investigation, forensic analysis, as determined necessary by the DOL, to effectively report and manage a suspected or confirmed breach;

(4) Maintain capabilities to determine what DOL information was or could have been compromised and by whom, construct a timeline of user activity, determine methods and techniques used to access federal information, and identify the initial attack vector;

(5) Ensure staff who have access to DOL systems or information are regularly trained to identify and report a security incident. This includes the completion of any DOL mandatory training for contractors;

(6) Take steps to address security issues that have been identified, including steps to minimize further security risks to those individuals whose PII was lost, compromised, or potentially compromised.

(7) Report incidents per DOL incident management policy and US-CERT notification guidelines.

(c) Remedy:

(1) A report of a breach shall not, by itself, be interpreted as evidence that the contractor or its subcontractor (at any tier) failed to provide adequate safeguards for PII. If the contractor is determined to be at fault for the breach, the contractor may be financially liable for government costs incurred in the course of breach response and mitigation efforts;

(2) The contractor shall take steps to address security issues that have been identified, including steps to minimize further security risks to those individuals whose PII was lost, compromised, or potentially compromised. Additionally, the individual or individuals directly responsible for the data breach shall be removed from the contract within 45 days of the breach of data; and

(3) The Government reserves the right to exercise all available contract remedies including, but not limited to, a stop-work order on a temporary or permanent basis to address a breach or upon discovery of a contractor's failure to report a breach as required by this clause. If the contractor is determined to be at fault for a breach, the contractor shall provide credit monitoring and privacy protection services for one year to any individual whose private information was accessed or disclosed. The individual shall be given the option, but the decision is theirs. Those services will be provided solely at the expense of the contractor and will not be reimbursed by the Federal Government.

(End of Clause)

DOLAR 2952.232-70 Limitation of Government's Obligation (LoGO). (JUL 2014)

(a) Contract line item(s) ($ to be determined at the exercise of each option) through ($ to be determined at the exercise of each option) are incrementally funded. For these item(s), the sum of ($ to be determined at the exercise of each option) of the total price is presently available for payment and allotted to this contract. An allotment schedule is set forth in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government's convenience, approximates the total amount currently allotted to the contract. The contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled "Termination for Convenience of the Government." As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit, and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the contractor will notify the contracting officer in writing at least thirty days prior to the date when, in the contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 80 percent of the total amount presently allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the contracting officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for a subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the contractor's notification, or by an agreed substitute date, the contracting officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance, which will be covered by the funds. The provisions of paragraphs (b) through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes." In no event shall the equitable adjustment be more than the contract line item(s) price(s) in question.

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default." The provisions of this clause are limited to the work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) and (e) of this clause.

(h) Nothing in this clause affects the right of the Government to terminate this contract pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract $[___]*

[(month)] [(day)], [(year)] $[___]*

[(month)] [(day)], [(year)] $[___]*

[(month)] [(day)], [(year)] $[___]*

* To be inserted after negotiation.

(End of Clause)

DOLAR 2952.232-71 Submission of Invoices. (AUG 2019)

(a) Electronic Invoice Submittal Invoices for the services/goods provided under this award shall be submitted through the Department of Treasury's Invoice Processing Platform (IPP) or through the DOL Quickpay email system, as directed by the

Contracting Officer. IPP is a Federal Government owned and operated website accessible to contractors free of charge. Information about IPP, including enrollment instructions, are available and should be obtained by the enrolled contractors directly from the Department of Treasury after award at *https://www.ipp.gov*.

(1) The following instructions apply to Invoices submitted through *IPP.Gov* or the DOL Quickpay email system:

(i) IPP invoice attachments SHALL NOT exceed the size limit of 10 megabytes (MB) each. However, you may submit multiple attachments of less than 10MB each with the invoices.

(ii) DO NOT submit an invoice or attachment that uses shading or color.

(b) An emailed Portable Document Format (PDF) image cannot have any text that has a background with any color other than white. If the image has a shaded background, it will be converted to black, and the text will be illegible.

(c) An emailed Tagged Image File Format (TIFF) image must be black and white.

(1) Quickpay users SHALL provide a copy of the invoice and any attachments via email to the Contracting Officer's Representative (COR, at the address specified in the contract.

(2) Quickpay users SHALL NOT submit more than one attachment per invoice and the attachment shall not exceed 10MB. Any additional attachments will not be recognized.

(3) DO NOT submit more than one invoice at a time.

(4) DO NOT attempt to use the "Recall" or "Resend" email message features.

(d) Electronic invoices shall be in PDF or TIFF format.

(e) Paper Invoices shall be submitted via fax or U.S. mail Paper invoices may be sent via fax to: (202) 693-2862. Mail paper invoices to: U.S. Department of Labor, Office of Financial Management Operations Division of Client Accounting, Services Room S-5526, 200 Constitution Avenue NW, Washington, DC 20210.

(f) General Information.

Payment due date is to be calculated from the date the invoice is received in accordance with FAR 32.905 and the instructions above.

Inquiries regarding invoices must be emailed to *OCFOinvoiceinquiries@dol.gov*. The relevant invoice must be attached to the inquiry email and the subject line of the email must state "INQUIRY", as shown in the following example:

INQUIRY: Contractor Name, DOL Agency, Contract Number, BPA Call or Order Number, Invoice Number, Invoice Amount

The contractor SHALL NOT use the DOL electronic invoicing email address for inquiries about any invoice.

Questions:

All questions regarding Electronic Invoicing shall be sent to the DOL Office of the Chief Financial Officer (OCFO) at *OCFOinvoiceinquiries@dol.gov*.

(End of Clause)

DOLAR 2952.239-70 Section 508 Requirements. (AUG 2024)

A. Definition

The term "Information and Communication Technology (ICT)" in this contract is used as defined at FAR 2.101.

B. Requirements

Section 508 of the Rehabilitation Act, as amended (29 U.S.C. 794d), applies to federal departments, such as DOL, and the contractors providing support on behalf of such federal departments. The contractor is required to provide Section 508 compliant systems and components of ICT when federal agencies develop, procure, maintain, or use ICT. The contractor shall ensure that its system and components allow federal employees and members of the public with disabilities access to, and use of, information and data that is comparable to the access afforded federal employees and members of the public without disabilities. Products, platforms, and services delivered as part of this contract action that are ICT, or contain ICT, shall conform to the Revised Section 508 Standards, which are located at 36 CFR part 1194, appendices A and C. Please insert the clause(s) below which meet the parameters of the contract being awarded.

(a) Requirements by service/contract type are as follows:

(1) *Custom ICT Development Services*: When the contractor provides custom ICT development services and/or Commercially Available Off-the-Shelf (COTS) products, pursuant to the requirements, the contractor shall ensure the ICT fully conforms to the Revised 508 Standards (36 CFR part 1194, appendices A and C) prior to delivery and before final Acceptance.

(2) *Installation, Configuration, & Integration Services*: When the contractor provides installation, configuration, or integration services for equipment or software pursuant to the requirement, the contractor shall not install, configure, or integrate the equipment or software in a way that reduces the level of conformance with the Revised 508 Standards (36 CFR part 1194, appendices A and C).

(3) *Maintenance Upgrades & Replacements*: The contractor shall ensure maintenance upgrades, substitutions, and replacements to equipment and software pursuant to this award do not reduce the approved level of conformance with the Revised 508 Standards (36 CFR part 1194, appendices A and C) at the time of award. Additionally, an updated Accessibility Conformance Report (ACR) shall be submitted for the ICT, and the ACR shall be completed according to the instructions provided by the Information Technology Industry Council (ITI) to be considered for each option year exercised.

(4) *Contractor Processes*: The contractor shall ensure that its processes are at a maturity level at least equivalent to the DHS Trusted Tester methodology; that its personnel have the knowledge, skills, and ability necessary to make ICT under this contract conform to the Revised 508 Standards (36 CFR part 1194, appendices A and C); and that it provides conformant Section 508 supporting documentation upon request.

(5) *Hosting Services*: The contractor shall not implement hosting services in a manner that reduces the existing level of conformance of the electronic content with the Revised 508 Standards (36 CFR part 1194, appendices A and C), when providing hosting services for electronic content to the agency. Throughout the life of the award, the agency reserves the right to perform Independent third-party testing on a vendor or contractor's hosted solution to verify conformance.

(b) *Validation for ICT*: The contractor shall test and validate the ICT for conformance to the Revised 508 Standards (36 CFR part 1194, appendices A and C), in accordance with the required testing methods and provide test results to verify conformance of the Voluntary Product Assessment Template (VPAT).

(1) For web and software, WCAG 2.0 Level A and AA Conformance test results shall be based on the Accessibility Tests for Software and Web, Harmonized Testing Process for Section 508 Compliance from the DHS Trusted Tester program.

(2) For Microsoft Office and PDF documents, WCAG 2.0 Level A, and AA Conformance test results shall be based on the Harmonized Testing Guidance from the Accessible Electronic Documents Community of Practice.

(3) For ICT that are not electronic content, the contractor shall validate conformance to the Revised 508 Standards (36 CFR part 1194, appendices A and C) using a defined testing process. The contractor shall describe the test process and provide the testing results to the agency.

(c) *Conformance Reporting*: For ICT that are developed, updated, or configured for the agency, and when product substitutions are offered:

(1) Before Acceptance, the contractor shall provide an Accessibility Conformance Report (ACR) for the ICT that is developed, updated, configured for the agency, and when product substitutions are offered. The ACR should be

based on the most recent version of the Voluntary Product Assessment Template (VPAT) provided by the Information Technology Industry Council (ITI). An ACR shall be submitted for each ICT and shall be completed according to the instructions provided by ITI to be considered for Acceptance.

(2) Before Acceptance, when the contractor is required to perform testing to validate conformance to the agency's accessibility requirements, the vendor shall provide a supplemental accessibility report that contains the following information:

i Accessibility test results based on the required test methods.

ii Documentation of features provided to help achieve accessibility and usability for people with disabilities.

iii Documentation of core functions that cannot be accessed by persons with disabilities.

iv Documentation on how to configure and install the ICT to support accessibility.

v. When ICT is an authoring tool that generates content (including documents, reports, training, videos, multimedia productions, web content, etc.), provide information on how the ICT enables the creation of accessible electronic content that conforms to the Revised 508 Standards (36 CFR part 1194, appendices A and C), including the range of accessible user interface elements the tool can create.

vi. Before final Acceptance, the contractor shall provide a fully working demonstration of the completed ICT to demonstrate conformance to the agency's accessibility requirements. The demonstration shall expose where such conformance is and is not achieved.

(3) At any time, DOL reserves the right to perform Independent third-party testing to validate the ICT provided by the contractor, conforms to the Revised 508 Standards (36 CFR part 1194, appendices A and C).

(d) *Non-Compliance*: Before final Acceptance of ICT, including updates and replacements, DOL shall determine that the furnished ICT is in compliance with the Revised 508 Standards (36 CFR part 1194, appendices A and C). If the furnished ICT is determined to be non-compliant, the contracting officer shall notify the contractor of this determination, within 15 business days of determination of non-compliance. The contractor shall, at no cost to DOL, repair or replace the non-compliant products or services within the period specified by the contracting officer. The contracting officer makes the final decision to accept or not accept a contractor's ICT that does not meet the Revised 508 Standards (36 CFR part 1194, appendices A and C).

(End of Clause)

DOLAR 2952.242-71 DOL Mandatory Training Requirements for Contractor Employees. (AUG 2018)

(a) Where required and applicable, contractor employees, including employees of subcontractors at any tier, shall complete any DOL designated and hosted training that the Contracting Officer's Representative (COR) identifies as mandatory. Training shall be completed in a timeframe specified by the COR.

(b) Time spent on training shall be counted as regular hours worked.

(c) The contractor shall ensure this clause is incorporated in all subcontracts, at any tier.

(End of Clause)

DOLAR 2952.243-70 Contractor's Obligation To Notify the Contracting Officer of a Request to Change the Contract Scope (Contractor's Obligation Clause). (JAN 2012)

(a) Except for changes identified in writing and signed by the contracting officer, the contractor is required to notify, within 5 working days of receipt or knowledge, any request for changes to this contract (including actions, inactions, and written or oral communications) that the contractor regards as exceeding the scope of the contract. On the basis of the most accurate information available to the contractor, the notice shall state:

(1) The date, nature, and circumstances of the conduct regarded as a change in scope;

(2) The name, function, and activity of each Government employee and contractor official or employee involved in, or knowledgeable about, such conduct; and

(3) The identification of any documents and substance of any oral communication involved in such conduct.

(b) Following submission of this notice, the contractor shall continue performance in accordance with the contract terms and conditions, unless notified otherwise by the contracting officer.

(c) The contracting officer shall promptly, within 5 business days after receipt of notice from the contractor, respond to the notice in writing. In responding, the contracting officer shall either:

(1) Confirm that the contractor's notice identifies a change in the scope of the contract and directs the contractor to stop work, completely or in part, in accordance with the Stop Work provisions of the contract;

(2) Deny that the contractor's notice identifies a change in scope and instruct the contractor to continue performance under the contract; or

(3) In the event the contractor's notice does not provide sufficient information to make a decision, advise the contractor what additional information is required, and establish the date by which it should be furnished and the date thereafter by which the Government will respond.

(End of Clause)

J - List of Documents, Exhibits and Other Attachments

NA

K - Representations, Certifications, and Other Statements of Bidders

NA

L - Instructions, Conditions, and Notices to Bidders

Period for Acceptance of Quotations
The Vendor agrees to hold the prices in its quote firm for 60 from the date specified for receipt of quotes. The Vendor shall make a clear statement in the technical volume of the quotation documentation that the quotation is valid through this date.

Additional Information
This section of the Instructions to Vendors provides general guidance for preparing quotations as well as specific instructions on the format and content of the quotation. The Vendor’s quotation must include all data and information requested by the RFQ and must be submitted in accordance with these instructions. The quote shall be compliant with the requirements of the RFQ.

The quotation shall be clear, concise, and shall include sufficient detail for effective evaluation and for substantiating the likelihood of successful technical performance by the contractor. The quotation should not simply rephrase or restate the Government's requirements but rather shall provide convincing technical approach that clearly states how the Vendor intends to meet these requirements. All pricing presented in the Vendor’s quotation must be present in the General Services Administration (GSA) Schedules.

The Government will not make assumptions concerning intent, capabilities, or experience. Clear identification of quotation details shall be the sole responsibility of the Vendor. Conditional quotations will not be accepted. All prospective Vendor’s must be registered in the System for Award Management (www.sam.gov) in order to be eligible for award.

Point of Contact (POC)
The Contracting Officer (CO) and Contract Specialist (CS) are the sole POC’s for this Procurement.
Contracting Officer: Shayla Battle - battle.shayla.e@dol.gov
Contract Specialist: Daniel Garza - garza.daniel@dol.gov

Submission of Questions
Questions regarding this RFQ must be submitted via email to the Contracting Officer with a carbon copy (cc) to the Contract Specialist identified in the Point of Contact section. Telephone questions or inquiries will not be accepted. Questions must be submitted no later than *Friday, August 14, 2026* at 12:00PM EST. Responses to questions submitted will be provided via email by solicitation amendment.

Delivery of Quotations
The quotation due date is listed in block 8 of the SF1449. ALL QUOTATIONS MUST BE SUBMITTED ELECTRONICALLY VIA EMAIL TO THE CONTRACT SPECIALIST IDENTIFIED IN THE POINT OF CONTACT SECTION.

Quotation Submission
The Vendor's quotation shall be submitted in accordance with the Delivery of Quotation section of this RFQ and the format detailed below. The Vendor's quotation shall consist of two volumes. Files shall not contain classified data.

A. Formatting
The submission shall be clearly indexed and logically assembled. Each volume shall be appropriately numbered and clearly identified with the date and RFQ number in the header and/or footer and shall begin at the top of each page. The cover page of each volume must include the Vendor's name, business address, Point of Contact information to include an email address, Unique Entity ID (SAM) and Cage code.
The following additional restrictions apply: There must be a minimum page margin of one inch (1") (2.54cm) on all sides for the body of the text (excluding headers and footers which should be 0.5" (1.27cm) from the page edge). Each paragraph shall be separated by at least one blank line. A standard, 12-point minimum font size applies. Times New Roman fonts are required. Tables and illustrations may use a non-serif font such as Arial and a reduced font size not less than 9-point and may be landscape.

B. File Packaging
Written quotations shall be submitted in [Insert the appropriate number of volumes] as outlined below. Vendors shall add a cover sheet to the outer cover of each volume, which clearly identifies each volume-by-volume number, and volume name (e.g. Volume I – Technical Approach, RFQ number, and date of submission.)

C. Page Count
The page count is as follows:

Table 1: Page Count	
Quotation Section	Page Count
Volume I - Technical	30 pages to include cover pages, title pages, executive summary, table of contents, narratives, charts, tables, diagrams and appendices.
Volume II - Price Quotation	5 Pages

Those pages that exceed the page counts for each volume or attachment will not be evaluated. If there are more than forty-five (45) lines of text excluding tables/graphics on any page, the sum of the additional lines will not be evaluated.

D. Content Requirements
All information shall be confined to the appropriate volume. The Vendor shall confine submissions to essential matters, sufficient to define the quotation details, in a concise manner, to permit a complete and accurate evaluation of each quotation. Each volume of the quotation shall consist of a Table of Contents, Summary Section and the Narrative discussion. The Summary Section shall contain a brief abstract of the volume. Proprietary information must be clearly marked.

The following shall be included in the Narrative discussion:

VOLUME I – TECHNICAL

The Vendor shall provide a technical approach Volume that will be evaluated to determine whether the Vendor's proposed methods and approaches have adequately and completely considered and satisfied the requirements specified in the PWS and RFQ and whether the Vendor's methods and approach to meeting the RFQ requirements provide the Government with a high level of confidence of

successful completion within the required schedule. No pricing information is to be provided in the Technical Quotation.

Subfactor 1: Technical Capability
Subfactor 2: Data Scope
Subfactor 3: Data Depth

Understanding of and Technical Approach to the Requirements

The Offeror should:

Demonstrate its technical understanding of, capabilities and expertise in, and experience with the requirements stated in the Statement of Work. Each of the major requirements sections should be addressed separately.
Describe its proposed methodology and approach to accomplish these requirements.
Describe its approach for providing quality assurance for work performed under this contract.
Include a discussion of anticipated or potential difficulties and problem areas that may be encountered in supporting the requirements.
Include recommended approaches for their resolution and plans for anticipating and managing performance risk.
Additionally, please include a data dictionary.

VOLUME II – PRICE QUOTATION

The Vendor shall provide pricing as outlined in Section B for the base and each option period. Quotations should include the Vendor's best pricing; including all discounts, as there may not be another opportunity to offer further discounts.

M - Evaluation Factors for Award

EVALUATION

BASIS FOR AWARD

The Government will award a firm-fixed price (FFP) award from this quotation to the responsible vendor whose quote conforming to the quotation is most advantageous to the Government based on the best overall quotation that is determined to be the most beneficial to the Government, with appropriate consideration given to the two evaluation factors: technical and price. Factor I, Technical is significantly more important than Factor II, Price. All subfactors under Factor I, Technical are of descending importance.

The vendor evaluation will be conducted in accordance with the Federal Acquisition Regulation (FAR) 13 including 13.5 and 12.6, utilizing Simplified Acquisition Procedures. FAR Part 15 does not apply to this procurement. The Government may 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 Government may reject any or all responses if such action is in the public interest; accept an offer other than the lowest priced response; and waive informalities and minor irregularities in responses received. The Government reserves the right to make award without communications. Therefore, the offeror's initial responses should contain the offeror's best terms from a price and technical standpoint. The Government reserves the right to conduct communications if the Contracting Officer later determines them in its best interests. This statement is not to be construed to mean that the Government is obligated to communicate with every quoter (note that FAR Part 15 procedures do not apply to this Simplified Acquisition, therefore formal discussions are not applicable). If the Government awards without communications, the offerors may be given the opportunity to clarify certain aspects of their response or to resolve minor clerical errors.

The Government will evaluate quotes for award purposes by adding the total of all CLIN prices, including all options to ensure that pricing is not unbalanced. Price will be evaluated for completeness and reasonableness. Price will become significantly more important as technical ratings approach equality. The non-Price factors combined are significantly more important than Price. However, price will become significantly more important as non-price factors approach equality. Vendors are cautioned that the award may not necessarily be made to the lowest price quoted. The Government is more concerned with obtaining superior technical features than with making an award at the lowest overall price to the Government. However, the Government will not make an award at a significantly higher overall price to the Government to achieve slightly superior technical features. To receive consideration for award, a rating of no less than "Acceptable" must be achieved for Factor I, and its associated sub-factors: technical capability, data scope, and data depth.

The Government intends to evaluate quotes and award a contract on initial quotes. Therefore, the vendor's initial quote should contain the vendor's best terms from a price and technical standpoint. However, the Government reserves the right to communicate and conduct exchanges if later determined by the Contracting Officer to be necessary. The Government may reject any or all quotes if such action is in the public interest; accept other than the lowest quote; and waive informalities and minor irregularities in quotes received.

FACTORS AND SUBFACTORS TO BE EVALUATED

The following evaluation factors and subfactors will be used to evaluate each quotation: Award will be made to the vendor whose quotation is most advantageous to the Government based upon an integrated assessment of the evaluation factors and subfactors described below. The Government reserves the right to make award based upon the Cost/Price factor in the event that the evaluation results of all the vendors' quotations are substantially the same.

VOLUME I – TECHNICAL CAPABILITY

The Government will evaluate the Offeror's technical capability based upon their technical response to ensure the requirements outlined in the Statement of Work can be met. The Technical Response must provide itemized responses for the requested information below. If the offeror is proposing more than one method to meet the criteria of the Statement of Work, then separate and complete responses for each must be submitted in response to this solicitation.

EVALUATION CRITERIA AND FACTOR IMPORTANCE

The following factors shall be used to evaluate offers:

- Factor I – Technical Capability
- Factor II – Price

All factors are listed in descending order of importance, meaning Factor I is more important that Factor II. When combined, non-price factors are significantly more important than price.

FACTOR 1: TECHNICAL CAPABILITY

Sub-factor 1: Technical Capability – Quotes will be primarily evaluated based on their adherence to the requirements laid out in the Statement of Work. Quotes must provide all variables and meet all requirements listed in the Statement of Work in order to be considered acceptable.

Standard: The minimum requirement is met only when the Offeror has demonstrated that it can meet all requirements as listed in the Statement of Work and the requested datasets can be delivered within the timeframe specified.

Sub-factor 2: Data Scope – Quotes will be evaluated by the scope of the data, or the amount of data offered. Specifically, BLS is seeking the largest possible number of telecommunications household survey responses (including all variables specified in the Statement of Work) covering the US with a zip code specified for each response. For example, responses for 20,000survey responses will be preferred to 200.

Standard: The minimum is met when the Offeror has demonstrated it can provide at least 1 survey response per service/product listed in the Statement of Work per state.

Sub-factor 3: Data Depth – Quotes will be evaluated by the depth of the data, or the amount of detailed characteristic data provided for each response for each service/product listed in the Statement of Work. Specifically, BLS is seeking the largest possible number of features per response (along with all other variables specified in the Statement of Work) covering the US with a zip code specified for each response. For example, 5 features per response will be preferred to 1.

Standard: The minimum is met when the Offeror has demonstrated it can provide at least 1 feature per survey response per service/product listed in the Statement of Work per state .
In performing the technical capability evaluation, an overall rating will be given from the ratings below:

FACTOR 2: PRICE

The approach to the source selection for this procurement will be pursuant to a best value concept. The objective is to select the

response that provides the best value for the Government, not necessarily the lowest price. However, as technical rating and performance confidence assessments of the Offerors become more equal in the technical capacity and past performance; price may become a determining factor in award selection.

Although the Price is least in importance, it will contribute to the source selection decision. The Offeror's submission for Price, will be evaluated as follows:

Total Evaluated Price: A Price evaluation will be conducted for all Offerors. The Government will review the Pricing submissions for completeness and accuracy. The Government will review the quotes total price.

For a price to be reasonable, it must represent a price to the Government that a prudent person would pay when consideration is given to prices in the market. Price reasonableness will be established through adequate price competition, and/or a comparison with the IGCE. Reasonableness will be based on the total evaluated price.

[END OF SOLICITATION]