# SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL PRODUCTS AND COMMERCIAL SERVICES

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

1. REQUISITION NUMBER: AMS00722781



2. CONTRACT NUMBER:

3. AWARD/EFFECTIVE DATE:

4. ORDER NUMBER:

5. SOLICITATION NUMBER: N6339426Q0010

6. SOLICITATION ISSUE DATE:

7. FOR SOLICITATION INFORMATION CALL:

a. NAME: Dawnita Fendley

b. TELEPHONE NUMBER *(No collect calls)*:

8. OFFER DUE DATE/ LOCAL TIME: 17 Aug 2026 03:00 PM

9. ISSUED BY — CODE N63394

COMMANDING OFFICER
NAVAL SURFACE WARFARE CENTER PHD, 4363 MISSILE WAY
PORT HUENEME, CA 93043-5007
UNITED STATES
Dawnita Fendley, Email: dawnita.g.fendley.civ@us.navy.mil

10. THIS ACQUISITION IS
- [x] SMALL BUSINESS
- [ ] HUBZONE SMALL BUSINESS
- [ ] SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS (SDVOSB)
- [ ] UNRESTRICTED OR
- [ ] WOMEN-OWNED SMALL BUSINESS (WOSB)
- [ ] ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS (EDWOSB)
- [ ] 8(A)
- [x] SET ASIDE: 100 % FOR:

NORTH AMERICAN INDUSTRY CLASSIFICATION STANDARD (NAICS): 611430

SIZE STANDARD: USD 15,000,000.00

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) [x]

13b. RATING: DO-C9

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

15. DELIVER TO — CODE

See Schedule

16. ADMINISTERED BY — CODE

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 NUMBER | 20. SCHEDULE OF SUPPLIES/SERVICES | 21. QUANTITY | 22. UNIT | 23. UNIT PRICE | 24. AMOUNT |
|---|---|---|---|---|---|
| | See Schedule<br>*(Use Reverse and/or Attach Additional Sheets as Necessary)* | | | | |

25. ACCOUNTING AND APPROPRIATION DATA

See Section G - Contract Administration 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: See Schedule

30a. SIGNATURE OF OFFEROR/CONTRACTOR

31a. UNITED STATES OF AMERICA *(SIGNATURE OF CONTRACTING OFFICER)*

30b. NAME AND TITLE OF SIGNER *(Type or print)*

30c. DATE SIGNED

31b. NAME OF CONTRACTING OFFICER *(Type or print)*

31c. DATE SIGNED

# Section A - Solicitation/Contract Form

Code 101 - Professional Body of Knowledge Course

Professional Body of Knowledge Training

# Section B - Supplies or Services & Prices or Costs

## Additional Information/Notes

| Item | Supplies/Service | Quantity | Unit | Unit Price | Amount |
|---|---|---|---|---|---|
| 0001 | 3-Day, 24-Hour, 15 students, Certified Test & Evaluation Professional Body of Knowledge Course and Associated Certified Test and Evaluation Professional (CTEP) Certification training course. Certification: Certified Test and Evaluation Professional (CTEP) certification exam offered for up to 10 students.<br><br>Period of Performance:<br>Base Year (BY): 10/01/2026 - 9/30/2027<br><br>Pricing Arrangement: Firm Fixed Price | 1 | Each | | |
| 0002 | 3-Day, 24-Hour, 15 students, Certified Test & Evaluation Professional Body of Knowledge Course and Associated Certified Test and Evaluation Professional (CTEP) Certification training course. Certification: Certified Test and Evaluation Professional (CTEP) certification exam offered for up to 10 students.<br><br>Period of Performance:<br>Option Year 1 (OY1): 10/01/2027 - 9/30/2028<br><br>Pricing Arrangement: Firm Fixed Price | 1 | Each | | |
| 0003 | 3-Day, 24-Hour, 15 students, Certified Test & Evaluation Professional Body of Knowledge Course and Associated Certified Test and Evaluation Professional (CTEP) Certification training course. Certification: Certified Test and Evaluation Professional (CTEP) certification exam offered for up to 10 students.<br><br>Period of Performance:<br>Option Year 2 (OY2): 10/01/2028 - 9/30/2029<br><br>Pricing Arrangement: Firm Fixed Price | 1 | Each | | |
| 0004 | 3-Day, 24-Hour, 15 students, Certified Test & Evaluation Professional Body of Knowledge Course and Associated Certified Test and Evaluation Professional (CTEP) Certification training course. Certification: Certified Test and Evaluation Professional (CTEP) certification exam offered for up to 10 students.<br><br>Period of Performance:<br>Option Year 3 (OY3): 10/01/2029 - 9/30/2030<br><br>Pricing Arrangement: Firm Fixed Price | 1 | Each | | |
| 0005 | 3-Day, 24-Hour, 15 students, Certified Test & Evaluation Professional Body of Knowledge Course and Associated Certified Test and Evaluation Professional (CTEP) Certification training course. Certification: Certified Test and Evaluation Professional (CTEP) certification exam offered for up to 10 students.<br><br>Period of Performance:<br>Option Year 4 (OY4): 10/01/2030 - 9/30/2031 | 1 | Each | | |

| | | | | | |
|---|---|---|---|---|---|
| | Pricing Arrangement: Firm Fixed Price | | | | |

# Section C - Description/Specifications/Statement of Work

**STATEMENT OF WORK:**

## 1. INTRODUCTION

The Certified Test & Evaluation Professional Body of Knowledge Course and associated Certified Test and Evaluation Professional (CTEP) Foundational exam opportunity for Naval Surface Warfare Center, Port Hueneme Division (NSWC PHD).

## 2. OBJECTIVE

Provide Certified Test & Evaluation Professional Body of Knowledge Course training to NSWC PHD's Test & Evaluation workforce that increases efficiency in execution of mission tasking. This course will review the fundamentals of Test & Evaluation which are covered in the Certified Test and Evaluation Professional (CTEP) Foundational exam. The course includes an introduction with a short history of Test & Evaluation in the Federal Government and an overview of the Department of War (DoW) Acquisition Process (with references to Navy, FAA, DHS, Director, Operational Test and Evaluation (DOT&E), and other DoW agencies). The class then focuses on the Certified Test and Evaluation Professional (CTEP)Body of Knowledge (BOK) including the four subject domains: Test and Evaluation (Test & Evaluation) Planning (Requirements Analysis, Test & Evaluation strategy, Evaluation approach, Test Planning, Test & Evaluation Cost, Management, Contracting for Test & Evaluation, Organizational planning, Risk identification and management, Specialized Types of testing); Test & Evaluation Design (Test Adequacy and Scientific Test and analysis techniques); Test and Evaluation Execution (Test Control Management, Data Management, and Test Safety / Certification); and Test Data Analysis, Evaluation and Reporting (Data Verification and Validation, Validation of Test Results, Evaluation, Reporting, Cyber Resilience / Cybersecurity Analysis, Model Validation, and Data Analytics).

## 3. SCOPE OF WORK

**Scope of Work: Test & Evaluation Training Services**

The Contractor shall provide a comprehensive Test and Evaluation (T&E) training course, facilitated by subject matter expert (SME) instructors. The instructions shall cover the complete Certified Test and Evaluation Professional (CTEP) Body of Knowledge (BoK) and be tailored to support Naval Surface Warfare Center Port Hueneme Division (NSWC PHD) mission requirements.

**Training Topics & Curriculum**

Note on Customization: To ensure the service meets specific command needs, NSWC PHD reserves the right to incorporate command-specific work samples and scenarios into the Contractor's lesson plan.

| Curriculum Module | Specific Topics Covered |
|---|---|
| Foundational Overview | Introduction and history of Test & Evaluation within the Federal Government. |
| Acquisition Integration | Overview of the DoW Acquisition Process, including references to the Navy, FAA, DHS, Director, Operational Test and Evaluation (DOT&E), and other federal agencies. |
| | |

| | |
|---|---|
| T&E Planning (CTEP BoK) | Requirements Analysis, T&E Strategy, Evaluation Approach, Test Planning, T&E Cost & Management, Contracting for T&E, Organizational Planning, Risk Identification & Management, and Specialized Testing. |
| T&E Design (CTEP BoK) | Test Adequacy and Scientific Test & Analysis Techniques. |
| T&E Execution (CTEP BoK) | Test Control Management, Data Management, and Test Safety & Certification. |
| Data Analysis & Reporting (CTEP BoK) | Data Verification and Validation (V&V), Validation of Test Results, Evaluation, Reporting, Cyber Resilience / Cybersecurity Analysis, Model Validation, and Data Analytics. |

**Expected Training Outcomes**

Upon completion of the course, the Contractor's service shall achieve the following results:

| Outcome Area | Expected Result |
|---|---|
| Knowledge Acquisition | Students will demonstrate a comprehensive understanding of the CTEP BoK and foundational T&E principles. |
| Certification Readiness | Students will be adequately prepared to take and pass the CTEP Foundational examination. |
| Mission Effectiveness | The NSWC PHD T&E workforce will possess the necessary skills to increase operational efficiency in their daily tasking. |

# 4. PERSONNEL REQUIREMENTS

The following resources are required:

| | RESOURCE CATEGORY | LEVEL | QUANTITY | SECURITY LEVEL |
|---|---|---|---|---|
| 4.1 | Test & Evaluation Professionals | N/A | Up to 15 students per training session | Unclassified |

# 5. SERVICES REQUIRED

Training location: NSWC PHD

Training date: Within 7 days of contract award, the Government will notify the contractor about the specific training dates.

Training Session Length: Each training session shall be 3 days long, 8 hours per day, the exam will be an additional 4 hours on the last day, totaling 28 hours.

Number of Students: up to 15 students.

Period of Performance:

Base Year (BY): 10/01/2026 - 9/30/2027

Option Year 1 (OY1) Period of Performance (PoP): 10/1/2027- 09/30/2028

Option Year 2 (OY2) Period of Performance (PoP): 10/1/2028- 09/30/2029

Option Year 3 (OY3) Period of Performance (PoP): 10/1/2029- 09/30/2030

Option Year 4 (OY4) Period of Performance (PoP): 10/1/2030- 09/30/2031

# 6. DELIVERABLES

Record of Daily Attendance: Instructors shall keep a record of student attendance during each course to ensure proper attendance can be recorded at the time of training completion. Attendance shall be kept for each day to ensure attendees are present. Upon completion of the training, instructor signed attendance record(s) shall be sent to NAVAL SURFACE WARFARE CENTER PORT HUENEME DIVISION via email to issue credit for attendance.

Completion Certificates: Each student shall be administered a Completion Certification consisting of the attendees name, name of training course completed, training length in days and hours, and the date the training was completed. Upon completion of the training, certificates shall be sent for distribution to NAVAL SURFACE WARFARE CENTER PORT HUENEME DIVISION via email.

Certification: Certified Test and Evaluation Professional (CTEP) certification exam offered for up to 10 students.

Certification Term is 3 years. Certified Test and Evaluation Professional (CTEP) credential is valid for 3 years. The Contractor is solely responsible for proctoring the certification exam.

# 7. FORMAT OF DELIVERABLES

Course completion certificates may be emailed to:

Email: steven.k.cosgrove.civ@us.navy.mil

Certified Test and Evaluation Professional (CTEP) Certifications will be delivered by email to the examinee and copied to NSWC PHD's Test & Evaluation Technical Competency Lead at: darron.g.baida.civ@us.navy.mil

## 8. LANGUAGE OF WORK

Work will be performed and delivered in English.

## 9. LOCATION OF WORK

Trainings to be completed on-site at Naval Surface Warfare Center, Port Hueneme Division

(Port Hueneme Division: NSWC PHD4363 Missile Way Port Hueneme, CA 93043)

## 10. BASE ACCESS

Base Access required. Instructor(s) need to have a valid DoW Common Access Card (CAC) or submit a SECNAV 5512 form with Training POC and be approved by Security prior to training date(s).

Naval Base Ventura County

Instructor(s) may access NBVC from the Knott Gate (Sunkist Gate (Main Gate), OPEN 24 HOURS)

Instructor(s) will need to grab your 5-day pass from the Pass & ID office morning of the first training day.

Their address is:

Naval Base Ventura County Pass and ID Office

1183 N Ventura Rd, Port Hueneme, CA 93041

Hours are: 0645 - 1445. Should have the shortest wait if you arrive there right at 0645.

**Requirements**

Code 101 - Professional Body of Knowledge Course for Organization PHD-BD3 FY: 2026, AMS: N63394-26-SIMACQ-PHD-BD3-0063

# Section D - Packaging and Marking

# Section E - Inspection and Acceptance

Overall Contract Inspection/Acceptance Locations

| | |
|---|---|
| 0001 | Inspection and Acceptance Location<br><br>Both<br>Destination<br>Instructions: Please contact TPOC upon delivery for inspection/acceptance.<br><br>DoDAAC: N63394<br>CountryCode: USA<br><br>NAVAL SURFACE WARFARE CENTER PHD<br>4363 MISSILE WAY, BLDG 435, CENTRAL RECEIVING<br>PORT HUENEME, CA 93043-4307<br>UNITED STATES<br><br>Darron Baida, TPOC<br>Telephone: 818-515-2446 |
| 0002 | Inspection and Acceptance Location<br><br>Both<br>Destination<br>Instructions: Please contact TPOC upon delivery for inspection/acceptance.<br><br>DoDAAC: N63394<br>CountryCode: USA<br><br>COMMANDING OFFICER<br>NAVAL SURFACE WARFARE CENTER PHD, 4363 MISSILE WAY<br>PORT HUENEME, CA 93043-5007<br>UNITED STATES<br><br>Darron Baida, TPOC<br>Telephone: 818-515-2446 |
| 0003 | Inspection and Acceptance Location<br><br>Both<br>Destination<br>Instructions: Please contact TPOC upon delivery for inspection/acceptance.<br><br>DoDAAC: N63394<br>CountryCode: USA<br><br>COMMANDING OFFICER<br>NAVAL SURFACE WARFARE CENTER PHD, 4363 MISSILE WAY<br>PORT HUENEME, CA 93043-5007<br>UNITED STATES<br><br>Darron Baida, TPOC<br>Telephone: 808-515-2446 |
| 0004 | Inspection and Acceptance Location<br><br>Both<br>Destination<br>Instructions: Please contact TPOC upon delivery for inspection/acceptance.<br><br>DoDAAC: N63394<br>CountryCode: USA |

| | |
|---|---|
| | COMMANDING OFFICER<br>NAVAL SURFACE WARFARE CENTER PHD, 4363 MISSILE WAY<br>PORT HUENEME, CA 93043-5007<br>UNITED STATES<br><br>Darron Baida, TPOC<br>Telephone: 818-515-2446 |
| 0005 | Inspection and Acceptance Location<br><br>Both<br>Destination<br>Instructions: Please contact TPOC upon delivery for inspection/acceptance.<br><br>DoDAAC: N63394<br>CountryCode: USA<br><br>NAVAL SURFACE WARFARE CENTER PHD<br>4363 MISSILE WAY, BLDG 435, CENTRAL RECEIVING<br>PORT HUENEME, CA 93043-4307<br>UNITED STATES<br><br>Darron Baida, TPOC<br>Telephone: 818-515-2446 |

# Section F - Deliveries or Performance

Overall Contract Delivery Period

Contractor
Destination

| Line Item | Delivery Schedule | Quantity | Address and POC |
|---|---|---|---|
| 0001 | Delivery Period<br>From 01 Oct 2026 to 30 Sep 2027 | 1 Each | Place of Performance<br>DoDAAC: N63394<br>CountryCode: USA<br>NAVAL SURFACE WARFARE CENTER PHD<br>4363 MISSILE WAY, BLDG 435, CENTRAL RECEIVING<br>PORT HUENEME, CA 93043-4307<br>UNITED STATES<br><br>Darron Baida, TPOC<br>Telephone: 818-515-2446 |
| 0002 | Delivery Period<br>From 01 Oct 2027 to 30 Sep 2028<br><br>Period of Performance<br>From<br>01 Oct 2027<br>To<br>30 Sep 2028 | 1 Each | Place of Performance<br>DoDAAC: N63394<br>CountryCode: USA<br>NAVAL SURFACE WARFARE CENTER PHD<br>4363 MISSILE WAY, BLDG 435, CENTRAL RECEIVING<br>PORT HUENEME, CA 93043-4307<br>UNITED STATES<br><br>Darron Baida, TPOC<br>Telephone: 818-515-2446 |
| 0003 | Delivery Period<br>From 01 Oct 2028 to 30 Sep 2029<br><br>Period of Performance<br>From<br>01 Oct 2028<br>To<br>30 Sep 2029 | 1 Each | Place of Performance<br>DoDAAC: N63394<br>CountryCode: USA<br>NAVAL SURFACE WARFARE CENTER PHD<br>4363 MISSILE WAY, BLDG 435, CENTRAL RECEIVING<br>PORT HUENEME, CA 93043-4307<br>UNITED STATES<br><br>Darron Baida, TPOC<br>Telephone: 818-515-2446 |
| | Delivery Period<br>From 01 Oct 2029 to 30 Sep 2030 | 1 Each | Place of Performance<br>DoDAAC: N63394<br>CountryCode: USA<br>NAVAL SURFACE WARFARE CENTER PHD<br>4363 MISSILE WAY, BLDG 435, CENTRAL RECEIVING<br>PORT HUENEME, CA 93043-4307<br>UNITED STATES |

| | | | |
|---|---|---|---|
| 0004 | Period of Performance<br>From<br>01 Oct 2029<br>To<br>30 Sep 2030 | | Darron Baida, TPOC<br>Telephone: 818-515-2446 |
| 0005 | Delivery Period<br>From 01 Oct 2030 to 30 Sep 2031<br><br>Period of Performance<br>From<br>01 Oct 2030<br>To<br>30 Sep 2031 | 1 Each | Place of Performance<br>DoDAAC: N63394<br>CountryCode: USA<br>NAVAL SURFACE WARFARE CENTER PHD<br>4363 MISSILE WAY, BLDG 435, CENTRAL RECEIVING<br>PORT HUENEME, CA 93043-4307<br>UNITED STATES<br><br>Darron Baida, TPOC<br>Telephone: 818-515-2446 |

# Section G - Contract Administration Data

**PLEASE INCLUDE A COPY OF THE FIRST PAGE OF THIS ORDER/CONTRACT WITH THE MATERIAL WHEN PACKAGED FOR SHIPPING**

FOR INVOICE/PAYMENT ISSUES:

For invoice payment status, vendors should access the My Invoice website https://myinvoice.csd.disa.mil to obtain this information. This site is populated with scheduled invoice payment information by invoice number/contract number once a document has been fully processed in WAWF. Vendors seeking WAWF processing status should contact Nswcphd.vendor.invoices@navy.mil in the PHD Vendor Pay office. WAWF document submission assistance or questions should be referred to Nswcphd.vendor.invoices@navy.mil.

Point of Contact information for accounting is referenced under the WAWF clause.

**PLEASE INCLUDE CONTRACT NUMBER N6339426Q0010 ON ALL CORRESPONDENCE, INVOICES & SHIPPING DOCUMENTATION.**

**DFARS Clauses Incorporated by Full Text**

**252.232-7006 Wide Area WorkFlow Payment Instructions. (Jan 2023)**

WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (JAN 2023)

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

"Department of Defense Activity Address Code (DoDAAC)" is a six position code that uniquely identifies a unit, activity, or organization.

"Document type" means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

"Local processing office (LPO)" is the office responsible for payment certification when payment certification is done external to the entitlement system.

"Payment request" and "receiving report" are defined in the clause at 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(b) *Electronic invoicing.* The WAWF system provides the method to electronically process vendor payment requests and receiving reports, as authorized by Defense Federal Acquisition Regulation Supplement (DFARS) 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) *WAWF access.* To access WAWF, the Contractor shall-

(1) Have a designated electronic business point of contact in the System for Award Management at https://www.sam.gov; and

(2) Be registered to use WAWF at https://wawf.eb.mil/ following the step-by-step procedures for self-registration available at this web site.

(d) *WAWF training.* The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the "Web Based Training" link on the WAWF home page at https://wawf.eb.mil/

(e) *WAWF methods of document submission.* Document submissions may be via web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) *WAWF payment instructions.* The Contractor shall use the following information when submitting payment requests and receiving reports in WAWF for this contract or task or delivery order:

(1) *Document type.* The Contractor shall submit payment requests using the following document type(s):

(i) For cost-type line items, including labor-hour or time-and-materials, submit a cost voucher.

(ii) For fixed price line items-

(A) That require shipment of a deliverable, submit the invoice and receiving report specified by the Contracting Officer.

INVOICE AND RECEIVING REPORT COMBO

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

(B) For services that do not require shipment of a deliverable, submit either the Invoice 2in1, which meets the requirements for the invoice and receiving report, or the applicable invoice and receiving report, as specified by the Contracting Officer.

INVOICE AND RECEIVING REPORT COMBO

*(Contracting Officer: Insert either "Invoice 2in1" or the applicable invoice and receiving report document type(s) for fixed price line items for services.)*

(iii) For customary progress payments based on costs incurred, submit a progress payment request.

(iv) For performance based payments, submit a performance based payment request.

(v) For commercial financing, submit a commercial financing request.

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

*[Note: The Contractor may use a WAWF "combo" document type to create some combinations of invoice and receiving report in one step.]*

(3) *Document routing.* The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table*

| *Field Name in WAWF* | *Data to be entered in WAWF* |
|---|---|
| Pay Official DoDAAC | N62877 |
| Issue By DoDAAC | N63394 |
| Admin DoDAAC | N63394 |
| Inspect By DoDAAC | N63394 |
| Ship To Code | N63394 |
| Ship From Code | ____ |
| Mark For Code | ____ |
| Service Approver (DoDAAC) | ____ |

| | |
|---|---|
| Service Acceptor (DoDAAC) | ___ |
| Accept at Other DoDAAC | ___ |
| LPO DoDAAC | ___ |
| DCAA Auditor DoDAAC | ___ |
| Other DoDAAC(s) | ___ |

(4) *Payment request.* The Contractor shall ensure a payment request includes documentation appropriate to the type of payment request in accordance with the payment clause, contract financing clause, or Federal Acquisition Regulation 52.216-7, Allowable Cost and Payment, as applicable.

(5) *Receiving report.* The Contractor shall ensure a receiving report meets the requirements of DFARS Appendix F.

(g) *WAWF point of contact.*

(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

nswcphd.vendor.invoices@navy.mil

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

(End of clause)

**Additional Regulation or Supplemental Clauses Incorporated by Full Text**

**G-232-H005 SUPPLEMENTAL INSTRUCTIONS REGARDING INVOICING (NAVSEA) (JAN 2019) (Jan 2019)**

(a) For other than firm fixed priced contract line item numbers (CLINs), the Contractor agrees to segregate costs incurred under this contract/task order (TO), as applicable, at the lowest level of performance, either at the sub line item number (SLIN) or CLIN level, rather than at the total contract/TO level, and to submit invoices reflecting costs incurred at that level. Supporting documentation in Wide Area Workflow (WAWF) for invoices shall include summaries of work charged during the period covered as well as overall cumulative summaries by individual labor categories, rates, and hours (both straight time and overtime) invoiced; as well as, a cost break down of other direct costs (ODCs), materials, and travel, by technical instruction (TI), SLIN, or CLIN level. For other than firm fixed price subcontracts, subcontractors are also required to provide labor categories, rates, and hours (both straight time and overtime) invoiced; as well as, a cost breakdown of ODCs, materials, and travel invoiced. Supporting documentation may be encrypted before submission to the prime contractor for WAWF invoice submittal. Subcontractors may email encryption code information directly to the Contracting Officer and Contracting Officer Representative (COR). Shouldthe subcontractor lack encryption capability, the subcontractor may also email detailed supporting cost information directly to the Contracting Officer and COR; or other method as agreed to by the Contracting Officer.

(b) Contractors submitting payment requests and receiving reports to WAWF using either Electronic Data Interchange (EDI) or Secure File Transfer Protocol (SFTP) shall separately send an email notification to the COR and Contracting Officer on the same date they submit the invoice in WAWF. No payments shall be due if the contractor does not provide the COR and Contracting Officer email notification as required herein.

**(End of Text)**

# Section H - Special Contract Requirements

# Section I - Contract Clauses

**FAR Clauses Incorporated by Reference**

| Number | Title | Effective Date | Alternate/ Deviation | Variation Effective Date |
|---|---|---|---|---|
| 52.203-6 | Restrictions on Subcontractor Sales to the Government. | Jun 2020 | | |
| 52.203-19 | Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements. | Jan 2017 | | |
| 52.204-10 | Reporting Executive Compensation and First-Tier Subcontract Awards. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.209-6 | Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, Proposed for Debarment, or Voluntarily Excluded. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.209-10 | Prohibition on Contracting With Inverted Domestic Corporations. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.219-3 | Notice of HUBZone Set-Aside or Sole-Source Award. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.219-6 | Notice of Total Small Business Set-Aside. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.219-6 | Notice of Total Small Business Set-Aside. (Alternate I) | Feb 2026 | Alternate I | Mar 2020 |
| 52.219-7 | Notice of Partial Small Business Set-Aside. | Nov 2020 | | |
| 52.219-7 | Notice of Partial Small Business Set-Aside. (Alternate I) | Nov 2020 | Alternate I | Mar 2020 |
| 52.219-8 | Utilization of Small Business Concerns. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.219-9 | Small Business Subcontracting Plan. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.219-13 | Notice of Set-Aside of Orders. | Mar 2020 | | |
| 52.219-29 | Notice of Set-Aside for, or Sole-Source Award to, Economically Disadvantaged Women-Owned Small Business Concerns. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.219-30 | Notice of Set-Aside for, or Sole-Source Award to, Women-Owned Small Business Concerns Eligible Under the Women-Owned Small Business Program. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.222-3 | Convict Labor. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.222-35 | Equal Opportunity for Veterans. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.222-36 | Equal Opportunity for Workers with Disabilities. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.222-37 | Employment Reports on Veterans. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.222-41 | Service Contract Labor Standards. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.222-50 | Combating Trafficking in Persons. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.222-55 | Minimum Wages for Contractor Workers Under Executive Order 14026. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.222-62 | Paid Sick Leave Under Executive Order 13706. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.223-23 | Sustainable Products. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.224-3 | Privacy Training. | Jan 2017 | | |
| 52.225-5 | Trade Agreements. | Nov 2023 | | |
| 52.226-8 | Encouraging Contractor Policies to Ban Text Messaging While Driving. | May 2024 | | |
| 52.232-29 | Terms for Financing of Purchases of Commercial Products and Commercial Services. | Nov 2021 | | |
| 52.232-30 | Installment Payments for Commercial Products and Commercial Services. | Nov 2021 | | |
| 52.232-33 | Payment by Electronic Funds Transfer-System for Award Management. | Oct 2018 | | |
| 52.232-40 | Providing Accelerated Payments to Small Business Subcontractors. | Mar 2023 | | |
| 52.233-3 | Protest after Award. (Deviation 2026-O0038) | Feb 2026 | | |
| 52.233-4 | Applicable Law for Breach of Contract Claim. (Deviation 2026-O0038) | Feb 2026 | | |

**FAR Clauses Incorporated by Full Text**

**52.219-18 Notification of Competition Limited to Eligible 8(a) Participants. (Oct 2022)**

NOTIFICATION OF COMPETITION LIMITED TO ELIGIBLE 8(A) PARTICIPANTS (OCT 2022)

(a) Offers are solicited only from-

(1) Small business concerns expressly certified by the Small Business Administration (SBA) for participation in SBA's 8(a) program and which meet the following criteria at the time of submission of offer-

(i) The Offeror is in conformance with the 8(a) support limitation set forth in its approved business plan; and

(ii) The Offeror is in conformance with the Business Activity Targets set forth in its approved business plan or any remedial action directed by SBA;

(2) A joint venture, in which at least one of the 8(a) program participants that is a party to the joint venture complies with the criteria set forth in paragraph (a)(1) of this clause, that complies with 13 CFR 124.513(c); or

(3) A joint venture-

(i) That is comprised of a mentor and an 8(a) protégé with an approved mentor-protégé agreement under the 8(a) program;

(ii) In which at least one of the 8(a) program participants that is a party to the joint venture complies with the criteria set forth in paragraph (a)(1) of this clause; and

(iii) That complies with 13 CFR 124.513(c).

(b) By submission of its offer, the Offeror represents that it meets the applicable criteria set forth in paragraph (a) of this clause.

(c) Any award resulting from this solicitation will be made to the Small Business Administration, which will subcontract performance to the successful 8(a) offeror selected through the evaluation criteria set forth in this solicitation. A contracting officer may consider a joint venture for contract award. SBA does not approve joint ventures for competitive awards, but see 13 CFR 124.501(g) for SBA's determination of participant eligibility.

(d) The ____[insert name of SBA's contractor]will notify the____[insert name of contracting agency]Contracting Officer in writing immediately upon entering an agreement (either oral or written) to transfer all or part of its stock.

(End of clause)

**52.219-28 Postaward Small Business Program Rerepresentation. (Deviation 2026-O0038) (Feb 2026)**

POSTAWARD SMALL BUSINESS PROGRAM REREPRESENTATION (FEB 2026) (DEVIATION 2026-O0038)

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

*Long-term contract* means a contract of more than five years in duration, including options. However, the term does not include contracts that exceed five years in duration because the period of performance has been extended for a cumulative period not to exceed six months under the clause at 52.217-8, Option to Extend Services, or other appropriate authority.

*Small business concern*-

(1) Means a concern, including its affiliates, that is independently owned and operated, not dominant in its field of operation, and qualified as a small business under the criteria in 13 CFR part 121 and the size standard in paragraph (c) of this clause.

(2) *Affiliates*, as used in this definition, means business concerns, one of whom directly or indirectly controls or has the power to control the others, or a third party or parties control or have the power to control the others. In determining whether affiliation exists, consideration is given to all appropriate factors including common ownership, common management, and contractual relationships. SBA determines affiliation based on the factors set forth at 13 CFR 121.103.

(b) If the Contractor represented that it was a small business concern, a small disadvantaged business concern, or a joint venture that was any of the small business concerns identified in 19.000(a)(3) prior to award of this contract, the Contractor shall rerepresent its size and socioeconomic status according to paragraph (e) of this clause or, if applicable, paragraph (g) of this clause, upon occurrence of any of the following:

(1) Within 30 days after execution of a novation agreement or within 30 days after modification of the contract to include this clause, if the novation agreement was executed prior to inclusion of this clause in the contract.

(2) Within 30 days after a merger or acquisition that does not require a novation or within 30 days after modification of the contract to include this clause, if the merger or acquisition occurred prior to inclusion of this clause in the contract.

(3) For long-term contracts-

(i) Within 60 to 120 days prior to the end of the fifth year of the contract; and

(ii) Within 60 to 120 days prior to the date specified in the contract for exercising any option thereafter.

(c) The Contractor shall rerepresent its size status in accordance with the size standard in effect at the time of this rerepresentation that corresponds to the North American Industry Classification System (NAICS) code(s) assigned to this contract. The small business size standard corresponding to this NAICS code(s) can be found at https://www.sba.gov/document/support--table-size-standards.

(d) The small business size standard for a Contractor providing an end item that it does not manufacture, process, or produce itself, for a contract other than a construction or service contract, is 500 employees, or 150 employees for information technology value-added resellers under NAICS code 541519, if the acquisition-

(1) Was set aside for small business and has a value above the simplified acquisition threshold;

(2) Used the HUBZone price evaluation preference regardless of dollar value, unless the Contractor waived the price evaluation preference; or

(3) Was an 8(a), HUBZone, service-disabled veteran-owned, economically disadvantaged women-owned, or women-owned small business set-aside or sole-source award regardless of dollar value.

(e) Except as provided in paragraph (g) of this clause, the Contractor shall make the representation(s) required by paragraph (b) of this clause by validating or updating all its representations in the Representations and Certifications section of the System for Award Management (SAM) and its other data in SAM, as necessary, to ensure that they reflect the Contractor's current status. The Contractor shall notify the contracting officer in writing within the timeframes specified in paragraph (b) of this clause, that the data have been validated or updated, and provide the date of the validation or update.

(f) If the Contractor represented that it was other than a small business concern prior to award of this contract, the Contractor may, but is not required to, take the actions required by paragraphs (e) or (g) of this clause.

(g) If the Contractor does not have representations and certifications in SAM, or does not have a representation in SAM for the NAICS code applicable to this contract, the Contractor is required to complete the following rerepresentation and submit it to the contracting office, along with the contract number and the date on which the rerepresentation was completed:

(1) The Contractor represents that it ☐ is, ☐ is not a small business concern under ____NAICS Code assigned to ____contract number.

(2) [*Complete only if the Contractor represented itself as a small business concern in paragraph (g)(1) of this clause*.] The Contractor represents that it ☐ is, ☐ is not, a small disadvantaged business concern as defined in 13 CFR 124.1001.

(3) *Women-owned small business (WOSB) joint venture eligible under the WOSB Program*. The Contractor represents that it ☐ is, ☐ is not a joint venture that complies with the requirements of 13 CFR 127.506(a) through (c). [____The Contractor shall enter the name and unique entity identifier of each party to the joint venture: __.]

(4) *Economically disadvantaged women-owned small business (EDWOSB) joint venture*. The Contractor represents that it ☐ is, ☐ is not a joint venture that complies with the requirements of 13 CFR 127.506(a) through (c). [____The Contractor shall enter the name and unique entity identifier of each party to the joint venture: __ .]

(5) *Service-disabled veteran-owned small business (SDVOSB) joint venture eligible under the SDVOSB Program*. The Contractor represents that it ☐ is, ☐ is not an SDVOSB joint venture eligible under the SDVOSB Program that complies with the requirements of 13 CFR 128.402. [____The Contractor shall enter the name and unique entity identifier of each party to the joint venture: __.]

(6) *HUBZone joint venture eligible under the HUBZone Program.*[ *Complete only if the offeror is a HUBZone small business concern.* ] The offeror represents, as part of its offer, that It ☐ is, ☐ is not a HUBZone joint venture that complies with the requirements of 13 CFR 126.616(a) through (c). [____The Contractor shall enter the name and unique entity identifier of each party to the joint venture: .] Each HUBZone small business concern participating in the HUBZone joint venture must be certified as a HUBZone concern. [____Contractor to sign and date and insert authorized signer's name and title.]

(End of clause)

**52.219-28 Postaward Small Business Program Rerepresentation. (Deviation 2026-O0038) (Alternate I) (Feb 2026) Alternate I (Feb 2026)**

*Alternate I* (FEB 2026) (DEVIATION 2026-O0038). As prescribed in 19.101(a)(2)(iii)(B), substitute the following paragraph (g)(1) for paragraph (g)(1) of the basic clause:

(g)(1) The Contractor represents its small business size status for each one of the NAICS codes assigned to this contract.

| NAICS Code | Small business concern (yes/no) |
|---|---|
| ___ | ___ |
| ___ | ___ |

| | |
|---|---|
| __ | __ |

[*Contracting Officer to insert NAICS codes.*]

**52.222-42 Statement of Equivalent Rates for Federal Hires. (May 2014)**

STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 2014)

In compliance with the Service Contract Labor Standards statute and the regulations of the Secretary of Labor ( 29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C.5341 or 5332.

This Statement is for Information Only: It is not a Wage Determination

| Employee Class | Monetary Wage-Fringe Benefits |
|---|---|
| __ | __ |
| __ | __ |
| __ | __ |
| __ | __ |
| __ | __ |
| __ | __ |
| __ | __ |

(End of clause)

**52.226-4 Notice of Disaster or Emergency Area Set-Aside. (Nov 2007)**

NOTICE OF DISASTER OR EMERGENCY AREA SET-ASIDE (NOV 2007)

(a) *Set-aside area.* Offers are solicited only from businesses residing or primarily doing business in _____[Contracting Officer to fill in with definite geographic boundaries.] Offers received from other businesses shall not be considered.

(b) This set-aside is in addition to any small business set-aside contained in this contract.

(End of clause)

# Section J - List of Attachments

# Section K - Representations, Certification, & Other Statements

**FAR Clauses Incorporated by Full Text**

**52.204-26 Covered Telecommunications Equipment or Services-Representation. (Oct 2020)**

COVERED TELECOMMUNICATIONS EQUIPMENT OR SERVICES-REPRESENTATION (OCT 2020)

(a) *Definitions.* As used in this provision, "covered telecommunications equipment or services" and "reasonable inquiry" have the meaning provided in the clause 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

(b) *Procedures.* The Offeror shall review the list of excluded parties in the System for Award Management (SAM) (https://www.sam.gov) for entities excluded from receiving federal awards for "covered telecommunications equipment or services".

(c)
(1) *Representation.* The Offeror represents that it ☐ does, ☐ does not provide covered telecommunications equipment or services as a part of its offered products or services to the Government in the performance of any contract, subcontract, or other contractual instrument.

(2) After conducting a reasonable inquiry for purposes of this representation, the offeror represents that it ☐ does, ☐ does not use covered telecommunications equipment or services, or any equipment, system, or service that uses covered telecommunications equipment or services.

(End of provision)

# Section L - Instructions, Conditions, & Notices to Offerors or Quoters

**INSTRUCTIONS TO INDUSTRY:**

Submission of quotes shall be received no later than **08/17/2026**. No hard copies of the solicitation will be mailed. Quotes must be submitted in portable document format (.pdf) by email to the Primary Point of Contact (POC) **Dawnita Fendley** at dawnita.g.fendley.civ@us.navy.mil. It is the responsibility of the vendor to submit quotes to the POC at NSWC PHD by the closing date of **08/17/2026 3:00 P.M. PACIFIC STANDARD TIME**.

All changes to the requirement that occur prior to the closing date will be posted to SAM.gov. It is the responsibility of interested vendors to monitor SAM.gov for amendments that may be issued to this solicitation. For changes made after the closing date, only those vendors that provide a quote will be provided with any changes/amendments and considered for future discussions and/or awards.

*"Notice to Offeror(s)/Quoter(s): Funds are not presently available for this effort. No award will be made under this solicitation nor will any legal liability on the part of the Government for any payment arise until funds are available. The government reserves the right to cancel this solicitation, either before or after the closing date. In the event the Government cancels this solicitation based on funding unavailability, the Government has no obligation to reimburse an offeror/quoter for any costs."*

**Additionally, please provide the following information:**

(1) Vendor Administrative information:

- CAGE Code?
- Dun & Bradstreet #:
- Tax ID# (if applicable)?
- GSA Contract Number (if applicable)?
- Country where items are manufactured (if applicable)?
- Lead Time or Period of Performance?
- Shipping Charges (if applicable)?
- Is your company the OEM or proprietary for these products?
- Company Size (large or small)?
- Do you have distributors (if applicable)?
- Are the items quoted available on a commercial, published, or on-line price listing?
- Does your company accept Wide Area Work Flow (WAWF) for electronic invoicing? (http://wawf.eb.mil)?

(2) Price Breakdown. The quote shall include: Item Description, Unit Cost, Quantity, and Subtotal. The Quote shall reflect an all-inclusive price (e.g., includes delivery cost).

(3) Statement that the quotes are good for at least 60 calendar days.

# Section M - Evaluation Factors for Award

**EVALUATION FACTORS FOR AWARD**

The following factors will be used to evaluate quotes:

The Government will consider the offer with the lowest evaluated price of quotations meeting or exceeding the acceptability factors for noncost factors (Lowest Priced, Technically Acceptable). The government will evaluate information based on the following evaluation criteria listed below:

(1) Price. Total price will be evaluated.

(2) Technical Capability. The Vendor's technical capability will be assessed based upon the vendor providing a quotation based on the part numbers provided in this solicitation. Technical capability will receive an "acceptable" or "not acceptable" rating.

(3) Past performance. Will be considered on a pass/fail basis. Offerors need not submit past performance information. The government will consider past performance information from web-based sources in accordance with DFARS 213.106-2.

Adjectival Rating Description

Acceptable: Based on the Offeror's performance record, the Government has a reasonable expectation that the offeror will successfully perform the required effort.

Unacceptable: Based on the Offeror's performance record, the Government does not have a reasonable expectation that the offeror will be able to successfully perform the required effort.