Request for Quotation

Section 1 General Information & Summary of Requirement

This is a Request for Quotation (RFQ) for commercial services prepared in accordance with the commercial acquisition procedures of RFO Part 12.

The Solicitation number is 75F40126Q00331.

The NAICS Code for this requirement is 811210.

This acquisition ☒ is not set-aside for small business concerns.

Set-Aside: ☒ None ☐ Total Small Business ☐ WOSB ☐ SDVOSB ☐ 8(a) ☐ HUBZone ☐ Other:

The small business size standard for this NAICS code is $34 million. The full table of size standards is available at: https://www.sba.gov/document/support-table-size-standards

Description of Requirement: The U.S. Food and Drug Administration (FDA), Office of Commissioner, Office of the Chief Scientist has a requirement for preventive maintenance, corrective maintenance, repair, and operational qualification services for four Government-owned Agilent gas chromatograph systems as outlined in Section 6 – Performance Work Statement.

Section 2 Period of Performance

The period of performance shall be September 29, 2026 through September 28, 2027.

Section 3 Contract Line Items (CLINs)

Pricing schedule. Contractor shall complete pricing for each CLIN.

CLIN	Description	Qty	Unit of Issue	Unit Price	Extended Price
0001	Preventive Maintenance and Full Service Maintenance for Equipment ID TOB-GC05 identified in PWS, Section 2.1 Government Furnished Equipment	4	Quarterly	$	$
0002	Preventive Maintenance and Full Service Maintenance for Equipment ID TOB-GC13 identified in PWS, Section 2.1 Government Furnished Equipment	4	Quarterly	$	$
0003	Preventive Maintenance and Full Service Maintenance for Equipment ID TOB-GC11 identified in PWS, Section 2.1 Government Furnished Equipment	4	Quarterly	$	$
0004	Preventive Maintenance and Full Service Maintenance for Equipment ID TOB-GC14 identified in PWS, Section 2.1 Government Furnished Equipment	4	Quarterly	$	$
	TOTAL				$

Pricing shall be inclusive of all direct labor, indirect costs, fringe, overhead, G&A, and profit/fee. Separate travel and other direct costs into dedicated CLINs if required.

NOTE: *The Government is unable to provide advance payments for services that have not been performed and/or accepted. As a result, payment for preventive maintenance service agreements will be made in arrears upon service completion or a mutually agreed upon defined timeframe at time of award. If the vendor wishes to propose an alternative billing schedule, this information must be stated in the price quote.*

Section 4 Points of Contact

Contracting Officer:

Name: L. Maria Finan

Email: linda.finan@fda.hhs.gov

Phone: 240-402-5712

Contract Specialist:

Name: Sheneil Green

Email: sheneil.green@fda.hhs.gov

Phone: 301-796-0675

Contracting Officer's Representative (COR):

Name: Neal Alcalay

Email: neal.alcalay@fda.hhs.gov

Phone: 347-652-5155

Section 5 Contract Clauses

Clauses Incorporated by Reference

The following clauses apply:

Clause No.	Title	Date
52.212-4	Terms and Conditions—Commercial Products and Commercial Services (use Alt I for T&M/LH)	Nov 2025
52.203-17	Contractor Employee Whistleblower Rights	Nov 2025
52.203-19	Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements	Jan 2017
52.204-13	System for Award Management—Maintenance	Nov 2025
52.209-6	Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment	Nov 2025
52.209-10	Prohibition on Contracting with Inverted Domestic Corporations	Nov 2025
52.222-3	Convict Labor	Nov 2025
52.222-36	Equal Opportunity for Workers with Disabilities	Nov 2025
52.222-50	Combating Trafficking in Persons	Nov 2025
52.222-90	Addressing DEI Discrimination by Federal Contractors	Apr 2026
52.223-23	Sustainable Products and Services	Nov 2025
52.226-8	Encouraging Contractor Policies to Ban Text Messaging While Driving	May 2024
52.232-33	Payment by Electronic Funds Transfer—System for Award Management	Oct 2018
52.233-3	Protest After Award	Nov 2025
52.233-4	Applicable Law for Breach of Contract Claim	Nov 2025
52.240-91	Security Prohibitions and Exclusions	Nov 2025
52.240-93	Basic Safeguarding of Covered Contractor Information Systems	Nov 2025
52.222-51	Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment—Requirements	Nov 2025

Clauses Incorporated by Full Text

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):

https://acquisition.gov
https://acquisition.gov/far-overhaul
https://acquisition.gov/hhsar

(End of clause)

HHSAR 352.232-71 ELECTRONIC SUBMISSION OF PAYMENT REQUESTS (APR 2026) (RFO DEVIATION)

(a) Definitions. As used in this clause –

Payment request means a bill, voucher, invoice, or request for contract financing payment with associated supporting documentation. The payment request must comply with the requirements in FAR 32.905(b) and the applicable payment clause included in this contract.

(b) Submission instructions. Except as provided in paragraph (c) of this clause, the Contractor must submit payment requests electronically using the Department of Treasury Invoice Processing Platform (IPP) or successor system. Information regarding IPP, including IPP Customer Support contact information, is available at www.ipp.gov or any successor site.

(c) Alternate submission procedures. The Contractor may submit payment requests using other than IPP only when the Contracting Officer authorizes alternate procedures in writing.

(d) Submission of alternate payment procedures authorization. If alternate payment procedures are authorized, the Contractor must include a copy of the Contracting Officer's written authorization with each payment request.

HHSAR 352.239-79 Information and Communication Technology Accessibility (FEB 2024) (DEVIATION)

(a) Pursuant to Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794d), as amended by the Workforce Investment Act of 1998, all information and communication technology (ICT) supplies, products, platforms, information, documentation, and services support developed, acquired, maintained or delivered under this contract or order must comply with the Revised 508 Standards, which are located at 36 C.F.R. 1194.1 and Appendices A, B, and C, and are available at https://www.access-board.gov/ict/. Information about Section 508 is available at https://www.hhs.gov/web/section-508/index.html.

(b) Additional Section 508 accessibility standards applicable to this contract or order may be identified in the specification, statement of work, or performance work statement. If it is determined by the Government that ICT supplies, products, platforms, information, documentation, and services support provided by the Contractor do not conform to the described accessibility standards in the contract, remediation of the supplies, products, platforms, information, documentation, or services support to the level of conformance specified in the contract will be the responsibility of the Contractor at its own expense.

(c) In the event of a modification(s) to this contract or order, which adds new ICT supplies or services or revises the type of, or specifications for, supplies, products, platforms, information, documentation, or services support, the Contracting Officer shall require that the Contractor submit a completed HHS Section 508 Accessibility Conformance Checklist (see *https://www.hhs.gov/web/section-508/accessibility-checklists/index.html*) or an Accessibility Conformance Report (ACR) (based on the Voluntary Product Accessibility Template (VPAT) see https://www.itic.org/policy/accessibility/vpat), and any other additional information necessary to assist the Government in determining that the ICT supplies or services conform to Section 508 accessibility standards. If it is determined by the Government that ICT supplies, products, platforms, information, documentation, and services support provided by the Contractor do not conform to the described accessibility standards in the contract, remediation of the supplies, products, platforms, information, documentation, or services support to the level of conformance specified in the contract will be the responsibility of the Contractor at its own expense.

(d) If this is an Indefinite-Delivery type contract, a Blanket Purchase Agreement or a Basic Ordering Agreement, the task/delivery order requests that include ICT supplies, products, platforms, information, documentation, or services support will define the specifications and accessibility standards for the order. In those cases, the Contractor shall be required to provide a completed HHS Section 508 Accessibility Conformance Checklist (see *https://www.hhs.gov/web/section-508/accessibility-checklists/index.html*) or an ACR (based on the VPAT see https://www.itic.org/policy/accessibility/vpat), and any other additional information necessary to assist the Government in determining that the ICT supplies, products, platforms, information, documentation, or services support conform to Section 508 accessibility standards. If it is determined by the Government that ICT supplies and services provided by the Contractor do not conform to the described accessibility standards in the provided documentation, remediation of the supplies, products, platforms, information, documentation, or services support to the level of conformance specified in the contract will be the responsibility of the Contractor at its own expense.

(e) The contractor shall identify to the Contracting Officer any perceived exception or exemption to Section 508 requirements.

FDA Electronic Invoicing and Payment Requirements – Invoice Processing Platform (IPP) (JAN 2022)

a. All invoice submissions for goods and/or services must be made electronically through the U.S. Department of Treasury's Invoice Processing Platform System (IPP). http://www.ipp.gov/vendors/index.htm

b. Invoice Submission for Payment means any request for contract financing payment or invoice payment by the Contractor. To constitute a proper invoice, the payment request must comply with the requirements identified in FAR 32.905(b), "Content of Invoices" and the applicable Payment clause included in this contract, or the clause 52.212-4 Contract Terms and Conditions - Commercial Items included in commercial items contracts. The IPP website address is: https://www.ipp.gov

c. The Agency will enroll Contractors new to IPP. The Contractor must follow the IPP registration email instructions for enrollment to register the Collector Account for submitting

invoice requests for payment. The Contractor Government Business Point of Contact (as listed in SAM) will receive a Registration email from the Federal Reserve Bank of St. Louis (FRBSTL) within 3–5 business days of contract award for new contracts or date of modification for existing contracts.

Registration emails are sent via email from ipp.noreply@mail.eroc.twai.gov. Contractor assistance with enrollment can be obtained by contacting the IPP Production Helpdesk via email to IPPCustomerSupport@fiscal.treasury.gov or phone (866) 973-3131.

The Contractor POC will receive two emails from IPP Customer Support. The first email contains the initial administrative IPP User ID. The second email, sent within 24 hours of the first, contains a temporary password. You must log in with the temporary password within 30 days.

If your company is already registered to use IPP, you will not be required to re-register.

If the Contractor is unable to comply with the requirement to use IPP for submitting invoices for payment as authorized by HHSAR 332.7002, a written request must be submitted to the Contracting Officer to explain the circumstances that require the authorization of alternate payment procedures.

d. Invoices that include time-and-materials or labor-hour line items must include supporting documentation to (1) substantiate the number of labor hours invoiced for each labor category, and (2) substantiate material costs incurred (when applicable).

e. Invoices that include cost-reimbursement line items must be submitted in a format showing expenditures for that month and contract cumulative amounts. At a minimum, the following cost information shall be included, in addition to supporting documentation to substantiate costs incurred:

Direct Labor – include all persons, listing the person's name, title, number of hours worked, hourly rate, the total cost per person, and a total amount for this category;

Indirect Costs (i.e., Fringe Benefits, Overhead, G&A, Other Indirects) – show rate, base, and total amount;

Consultants (if applicable) – include the name, number of days or hours worked, daily or hourly rate, and a total amount per consultant;

Travel – include for each trip the name of the traveler, date, destination, transportation costs (including ground transportation separately), and per diem costs;

Subcontractors (if applicable) – include, for each subcontractor, the same data as required for the prime Contractor;

Other Direct Costs – include a listing of all other direct charges to the contract (e.g., office supplies, telephone, duplication, postage); and

Fee – amount as allowable in accordance with the Schedule and FAR 52.216-8 if applicable.

f. Contractor is required to attach an invoice log addendum to each invoice which shall include, at a minimum: (1) a list of all invoices submitted to date under the subject award, including invoice number, amount, and date submitted, as well as corresponding payment amount and date received; (2) total amount of all payments received to date under the subject contract or

order; and (3) for definitized contracts or orders only, total estimated amounts yet to be invoiced for the current, active period of performance.

g. Payment of invoices will be made based upon acceptance by the Government of the entire task or the tangible product deliverable(s) invoiced. Payments shall be based on the Government certifying that satisfactory services were provided, and the Contractor has certified that labor charges are accurate.

h. If the services are rejected for failure to conform to the technical requirements of the Delivery Order, or any other contractually legitimate reason, the Contractor shall not be paid, or shall be paid an amount negotiated by the CO.

i. Payment to the Contractor will not be made for temporary work stoppage due to circumstances beyond the control of the U.S. Food and Drug Administration such as acts of God, inclement weather, power outages, or temporary closings of facilities at which Contractor personnel are performing. This may, however, be justification for excusable delays.

j. The Contractor agrees that the submission of an invoice to the Government for payment is a certification that the services for which the Government is being billed have been delivered in accordance with the hours shown on the invoices, and the services are of the quality required for timely and successful completion of the effort.

k. Questions regarding invoice payments that cannot be resolved by the IPP Helpdesk should be directed to the FDA Employee Resource and Information Center (ERIC) Helpdesk at 301-827-ERIC (3742) or toll-free 866-807-ERIC (3742); or by email at ERIC@fda.hhs.gov. When emailing, please include the contract number, invoice number and date, your name, phone number, and a detailed description of the issue.

Section 6 Performance Work Statement

Service Agreement – Preventive Maintenance and Operational Qualification Services for Multiple Agilent (7890B/7000) GC Systems

PART 1 — GENERAL INFORMATION

1. General.

This is a non-personal, firm-fixed-price services contract for preventive maintenance, corrective maintenance, repair, and operational qualification services for four Government-owned Agilent gas chromatograph systems located at the FDA Tobacco Products Laboratory in Atlanta, Georgia. Contractor personnel shall be responsible solely to the Contractor.

1.1 Description of Services.

The Contractor shall provide all labor, supervision, travel, tools, test equipment, replacement parts meeting original equipment manufacturer (OEM) specifications, consumables, materials, and incidental services necessary to maintain the covered instruments in accordance with this Performance Work Statement (PWS), except for items expressly identified as Government-furnished.

1.2 Background.

The covered instruments support analytical testing performed by the FDA Tobacco Products Laboratory. Reliable operation of these systems is required to support laboratory workload and maintain analytical capability.

1.3 Objectives.

- Maintain the covered instruments in operational condition.
- Perform annual preventive maintenance and Operational Qualification/Performance Verification (OQ/PV).
- Restore equipment to OEM performance specifications following repairs.
- Provide timely maintenance documentation and required reports.

1.4 Scope.

The Contractor shall provide preventive maintenance, corrective maintenance, repair, Operational Qualification/Performance Verification (OQ/PV), technical support, warranty services, and required reporting for the four Government-owned Agilent gas chromatograph systems identified in this contract.

1.5 Period of Performance.

The period of performance consists of one (1) 12-month base period. See the contract for the specific performance dates.

1.6 Administrative Information.

1.6.1 Quality Control.

The Contractor shall maintain quality management procedures sufficient to ensure services are performed in accordance with this Performance Work Statement and the applicable original equipment manufacturer (OEM) requirements. Upon request, the Contractor shall provide documentation demonstrating compliance with its established quality management procedures.

1.6.2 Hours of Operation.

Services shall be performed Monday through Friday, 8:00 a.m. to 4:30 p.m. Eastern Time, excluding Federal holidays, unless otherwise approved by the Government.

1.6.3 Federal Holidays.

Recognized Federal holidays are New Year's Day, Birthday of Martin Luther King Jr., Washington's Birthday, Memorial Day, Juneteenth National Independence Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day. Services scheduled on a Federal holiday shall be performed on the next business day unless otherwise directed by the Government.

1.6.4 Place of Performance.

Food and Drug Administration
Tobacco Products Laboratory
1777 Hardee Avenue SW
Atlanta, Georgia 30310

1.6.5 Special Qualifications.

The Contractor shall ensure preventive maintenance and Operational Qualification/Performance Verification (OQ/PV) services are performed by qualified service engineers.

1.6.6 Contractor Point of Contact.

The Contractor shall designate a single point of contact with authority to coordinate scheduling, service activities, and contract performance.

PART 2 — GOVERNMENT-FURNISHED PROPERTY, EQUIPMENT, AND SERVICES

2. Government-Furnished Property and Services. The Government will provide the following property and services at no cost to the Contractor for use in performing this contract.

2.1 Government-Furnished Equipment.

The Government will provide access to the Government owned equipment identified below to be covered by this contract, including installed accessories required to perform preventive maintenance, repair, and Operational Qualification/Performance Verification (OQ/PV).

Item	Equipment Description	Equipment ID	Make/Model	Serial Number(s)	Current Condition	Last Service Date
1	Agilent GC-MS System	TOB-GC05	Agilent 7890B GC / 7000C Triple Quadrupole MS	GC: US14353010 Mass Spectrometer: US1433T203GC Sampler 80: CH00316221	Good	02/28/2026
2	Agilent GC-MS System	TOB-GC13	Agilent 7890A GC / 7000B Triple Quadrupole MS	GC: US10441033 Mass Spectrometer: US10496504	Good	02/19/2026
3	Agilent GC-FID/TCD System	TOB-GC11	Agilent 7890B GC	GC: US16323003 Injection Towers: US16300378,	Good	01/20/2026

Item	Equipment Description	Equipment ID	Make/Model	Serial Number(s)	Current Condition	Last Service Date
				US16300379 Autosampler Tray: US15400648		
4	Agilent GC-FID/FID System	TOB-GC14	Agilent 7890A GC	GC: US10940005 Injection Towers: US13140826, CN94001824 Autosampler Tray: US94310031	Good	01/28/2026

2.2 Government-Furnished Facilities and Access.

The Government will provide access to the FDA Tobacco Products Laboratory located at 1777 Hardee Avenue SW, Atlanta, Georgia 30310, during normal operating hours. The Government will coordinate access to the covered equipment and work areas.

2.3 Government Coordination.

The Government will designate a representative to coordinate scheduling of preventive maintenance, repair, and Operational Qualification/Performance Verification (OQ/PV) services. The Government will provide available equipment identification information and maintenance records necessary to support contract performance.

PART 3 — CONTRACTOR-FURNISHED ITEMS AND SERVICES

3. Contractor-Furnished Items and Services. The Contractor shall furnish all labor, supervision, travel, tools, test equipment, diagnostic software, calibration materials, consumables, replacement parts, shipping materials, packaging, transportation, technical support, and all other resources necessary to perform preventive maintenance, corrective maintenance, repair, calibration, performance verification, warranty services, and reporting required by this Performance Work Statement (PWS).

Personnel performing services under this contract shall possess the technical qualifications, training, experience, and access to technical resources necessary to perform preventive maintenance, diagnostics, calibration, repair, and performance verification of the covered equipment.

The Contractor shall utilize tools, test equipment, diagnostic software, maintenance procedures, and replacement components that are compatible with the covered equipment and capable of

restoring the equipment to the manufacturer's published performance specifications.

Unless otherwise authorized by the Contracting Officer, all costs associated with contract performance, including labor, travel, shipping, consumables, replacement parts, calibration materials, packaging, disposal, and technical support, shall be included in the contract price.

PART 4 — SPECIFIC TASKS

4.1 General.

The Contractor shall perform preventive maintenance, corrective maintenance, operational qualification, technical support, reporting, and warranty services necessary to maintain the covered equipment in an operational condition that meets original equipment manufacturer (OEM) performance specifications.

4.2 Preventive Maintenance

4.2.1 The Contractor shall complete one preventive maintenance inspection for each covered instrument during each 12-month period of performance.

4.2.2 The Contractor shall perform preventive maintenance in accordance with OEM service requirements and furnish all labor, travel, consumables, replacement parts meeting OEM specifications, mass spectrometer filaments, vacuum pump oil, and other materials required to complete the service.

4.2.3 The Contractor shall provide documentation identifying the preventive maintenance services performed.

4.3 Corrective Maintenance and Repair

4.3.1 The Contractor shall respond to Government service requests within two (2) business days after notification.

4.3.2 The Contractor shall repair or replace defective components, restore the equipment to OEM performance specifications using replacement parts meeting OEM specifications, provide diagnostic documentation confirming equipment performance, and return equipment to operational status following repair.

4.3.3 The Contractor shall remove replaced components from the Government site or provide return shipping instructions and assume responsibility for associated shipping costs.

4.4 Operational Qualification and Performance Verification (OQ/PV)

4.4.1 The Contractor shall perform Operational Qualification/Performance Verification following annual preventive maintenance and following repairs requiring requalification.

4.4.2 The Contractor shall complete at least one annual OQ/PV for each covered system, provide all supplies required to perform the service, ensure services are performed by qualified service engineers, and provide temperature verification, calibration, and instrument performance

documentation.

4.4.3 If a system fails qualification testing, the Contractor shall correct the deficiency, successfully complete requalification, and return within forty-eight (48) hours after receipt of required replacement parts when additional service is required.

4.5 Technical Support and Service Conditions

4.5.1 The Contractor shall provide unlimited telephone and electronic mail technical support during normal hours of operation.

4.5.2 The Contractor shall perform services on-site unless off-site repair is required. The Contractor shall be responsible for cleanup, packaging, transportation, shipping, liability, and the use of compatible tools, equipment, procedures, and replacement components capable of restoring equipment to OEM performance specifications.

4.6 Reports and Warranty

4.6.1 The Contractor shall provide a field service report following each preventive maintenance or corrective maintenance service visit identifying the equipment serviced, the reason for the service, work performed, diagnostic or verification results demonstrating that the equipment meets original equipment manufacturer (OEM) performance specifications, the test equipment used, the technician performing the service, the hours expended, and any parts replaced.

4.6.2 The Contractor shall submit a monthly maintenance report not later than the fifth workday following each month in which services are performed.

4.6.3 The Contractor shall provide a minimum twelve-month warranty on labor and replacement parts, excluding consumables.

PART 5— APPLICABLE PUBLICATIONS

5. Applicable Publications. The Contractor shall comply with the current editions of the publications and standards listed below to the extent applicable to performance under this contract.

Publication / Standard	Application
Agilent Original Equipment Manufacturer (OEM) Service Manuals	Preventive maintenance, repair, and Operational Qualification/Performance Verification (OQ/PV) of the covered equipment.
Agilent OEM Performance Specifications	Restoration and verification of equipment performance following maintenance or repair.

ISO/IEC 17025 – General Requirements for the Competence of Testing and Calibration Laboratories	Support laboratory quality requirements applicable to the serviced instruments.

PART 6 — DELIVERABLES SCHEDULE

6. Deliverables Schedule. The Contractor shall provide the deliverables identified below. Unless otherwise specified, all deliverables shall be submitted electronically in Adobe PDF format to the Contracting Officer's Representative (COR).

Deliverable	PWS Ref.	Frequency / Due Date	Format	Recipient
Preventive Maintenance Documentation	4.2.3	After each preventive maintenance service	Electronic PDF	COR
Diagnostic Report / Narrative	4.3.2	After each corrective maintenance visit	Electronic PDF	COR
OQ/PV Report	4.4.2	After each annual OQ/PV and following qualifying repairs	Electronic PDF	COR
Field Service Report	4.6.1	After each service visit	Electronic PDF	COR
Monthly Maintenance Report	4.6.2	Not later than the fifth workday following each month in which work is performed	Electronic PDF	COR

Section A Solicitation Provisions

Provisions Incorporated by Reference

The following provisions apply:

Provision No.	Title	Date
52.203-18	Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements or Statements—Representation	Jan 2017
52.204-7	System for Award Management—Registration	Nov 2025
52.240-90	Security Prohibitions and Exclusions Representations and Certifications	Nov 2025
52.222-48	Exemption from Application of the Service Contract Labor Standards for Maintenance, Calibration, or Repair of Certain Equipment—Certification	Nov 2025

Provisions Incorporated by Full Text

52.252-1 Solicitation Provisions Incorporated by Reference (Feb 1998)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

https://acquisition.gov

https://acquisition.gov/far-overhaul

https://acquisition.gov/hhsar

(End of provision)

HHSAR 352.239-78 Information and Communication Technology Accessibility Notice (FEB 2024) (DEVIATION)

(a) Any offeror responding to this solicitation must comply with established HHS Information and Communication Technology (ICT) accessibility standards. Information about Section 508 is available at https://www.hhs.gov/web/section-508/index.html.

(b) The Section 508 accessibility standards applicable to this solicitation are stated in the clause at 352.239-79 Information and Communication Technology Accessibility. In order to facilitate the Government's determination whether proposed ICT supplies, products, platforms, information, and documentation meet applicable Section 508 accessibility standards, offerors must submit an appropriate HHS Section 508 Accessibility Conformance Checklist (see https://www.hhs.gov/web/section-508/accessibility-checklists/index.html) or an Accessibility

Conformance Report (ACR) (based on the Voluntary Product Accessibility Template (VPAT) see https://www.itic.org/policy/accessibility/vpat), in accordance with the completion instructions. The purpose of the checklists and conformance reports are to assist HHS acquisition and program officials in determining whether proposed ICT supplies, products, platforms, information, and documentation conform to applicable Section 508 accessibility standards. Checklists and ACRs evaluate—in detail—whether the ICT conforms to specific Section 508 accessibility standards and identifies remediation efforts needed to address conformance issues.

(c) If an offeror claims its supplies or services meet applicable Section 508 accessibility standards, and it is later determined by the Government, i.e., after award of a contract or order, that supplies, products, platforms, information, documentation, or services support delivered do not conform to the described accessibility standards, remediation of the supplies, products, platforms, information, documentation, or services support to the level of conformance specified in the contract will be the responsibility of the Contractor at its expense.

(d) In order to facilitate the Government's determination whether proposed ICT supplies meet applicable Section 508 accessibility standards, offerors must submit an Accessibility Conformance Report, in accordance with its completion instructions and tailored to the requirements in the solicitation. The purpose of the Report is to assist HHS acquisition and program officials in determining whether proposed ICT supplies conform to applicable Section 508 accessibility standards. The template allows offerors or developers to self-evaluate their supplies and document, in detail, whether they conform to a specific Section 508 accessibility standard, and any underway remediation efforts addressing conformance issues. Instructions for preparing the HHS Section 508 Evaluation Template are available at https://Section508.gov/.

(e) In order to facilitate the Government's determination whether proposed ICT services meet applicable Section 508 accessibility standards, offerors must provide enough information to assist the Government in determining that the ICT services conform to Section 508 accessibility standards, including any underway remediation efforts addressing conformance issues.

(f) Respondents to this solicitation must identify any inability to conform to Section 508 requirements. If an offeror claims its supplies or services meet applicable Section 508 accessibility standards, and it is later determined by the Government, i.e., after award of a contract or order, that supplies or services delivered do not conform to the described accessibility standards, remediation of the supplies or services to the level of conformance specified in the contract will be the responsibility of the Contractor at its expense.

(g) Items delivered as electronic content must be accessible to HHS acceptance criteria. Checklist for various formats are available at http://508.hhs.gov/. Materials, other than items incidental to contract management, that are final items for delivery should be accompanied by the appropriate checklist, except upon approval of the Contracting Officer or Contracting Officer’s Representative.

Section B Evaluation

Basis for Award

Trade-off / Best Value: Award will be made to the quoter whose quote represents the best value to the Government, considering **technical merit, past performance, and price**. Technical merit and past performance, when combined, are more important than price**.**

Technical merit will be evaluated based on the quoter's demonstrated capability to perform the preventive maintenance, repair, and Operational Qualification/Performance Verification

(OQ/PV) services in accordance with the Performance Work Statement, including the qualifications of proposed service personnel and ability to meet the required response times and performance requirements.

Past performance will be evaluated based on the quoter's recent and relevant experience performing similar services.

Price will be evaluated for reasonableness.

Section C Instructions to Offerors

52.212-1 Instructions to Offerors—Commercial Products and Commercial Services (NOV 2025)

(a) Submission of offers. Submit signed and dated offers to the office specified in this solicitation at or before the exact time specified in this solicitation. As a minimum, offers shall include—

(1) The solicitation number;

(2) The name, address, telephone number of the Offeror;

(3) The Offeror's Unique Entity Identifier (UEI) and, if applicable, Electronic Funds Transfer (EFT) indicator;

(4) Information necessary to evaluate the factors contained in the provision at 52.212-2 or as described in the solicitation;

(5) Responses to provisions that require Offeror completion of information, representations, and certifications (other than those collected via the System for Award Management (SAM)); and

(6) A statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation and any solicitation amendments.

(b) Period for acceptance of offers. The Offeror agrees to hold the prices in its offer firm for 60 calendar days from the date specified for receipt of offers, unless another time period is specified in an addendum to the solicitation.

(c) Late submissions, modifications, revisions, and withdrawals of offers.

(1) Offerors are responsible for submitting offers and any modifications or revisions to the Government office designated in the solicitation by the time specified in the solicitation.

(2) Any offer, modification, or revision received after the time specified for receipt of offers is "late" and will not be considered unless it is received before award is made and the Contracting Officer determines that accepting the late offer would not unduly delay the acquisition. However, a late modification of an otherwise successful offer that makes its terms more favorable to the Government will be considered at any time it is received and may be accepted.

(3) If an emergency or unanticipated event interrupts normal Government processes so that offers cannot be received at the Government office designated for receipt of offers by the exact time specified in the solicitation, and urgent Government requirements preclude amendment of the solicitation or other notice of an extension of the closing date, the time specified for receipt of offers will be deemed to be extended to the same

time of day specified in the solicitation on the first work day on which normal Government processes resume.

(4) Offerors may withdraw their offers by written notice to the Government received at any time before award.

(d) Contract award (not applicable to Invitation for Bids). The Government intends to evaluate offers and award a contract without discussions with Offerors. Therefore, the Offeror's initial offer should contain the Offeror's best terms. However, the Government reserves the right to conduct discussions, if necessary. The Government may reject any or all offers if such action is in the public interest, accept other than the lowest offer, and waive informalities and minor irregularities in offers received.

(e) Debriefings. If a postaward debriefing is given to requesting Offerors, the Government will disclose the following information, if applicable:

(1) The agency's evaluation of the significant weak or deficient factors in the debriefed Offeror's offer.

(2) The overall evaluated cost or price and technical rating of the successful Offeror and the debriefed Offeror and past performance information on the debriefed Offeror.

(3) The overall ranking of all Offerors when any ranking was developed by the agency during source selection.

(4) A summary of the rationale for award.

(5) For acquisitions of commercial products, the make and model of the product to be delivered by the successful Offeror.

(6) Reasonable responses to relevant questions posed by the debriefed Offeror as to whether the agency followed source-selection procedures set forth in the solicitation, applicable regulations, and other applicable authorities.

(End of provision)

Addendum to RFO 52.212-1

(f) Question Deadline. *Monday, August 10, 2026 at 12:00pm ET*. Submit all procurement-related questions in writing via email to the Contracting Officer and Contract Specialist identified in Section 4. Questions must be received by the deadline above to be considered.

(g) Quotation Deadline. Quotations are due by the date and time listed in the SAM.gov system and must be submitted via email.

(h) Quote Format and Submission Requirements.

The Contractor shall submit a firm-fixed-price quote that includes details supporting the price for all required deliverables. Quotes shall be for all deliverables requested. Discounts or other concessions are encouraged. Quotes shall be submitted in the following format: standard 8.5" x 11" page size, 1-inch margins on all sides, minimum 11-point font. Illegible or non-conforming submissions may be rejected without evaluation.

Submit two separate volumes:

Volume I – Technical/Past Performance: Must exclude pricing. Include a technical approach describing the Contractor's capability to perform the preventive maintenance,

repair, and Operational Qualification/Performance Verification (OQ/PV) services in accordance with the Performance Work Statement (PWS); qualifications of proposed service personnel; warranty information; and at least one recent and relevant past performance reference. **Page limit: 5 pages**

Volume II – Price: Include the **completed pricing schedule of Section 3**. The Contractor shall complete the attached pricing schedule. Pricing shall include all labor, travel, replacement parts meeting OEM specifications, consumables, materials, shipping, and all other costs necessary to perform the requirements of the PWS. Any charges presented after contract award will not be considered acceptable.

(i) Quote Content Requirements. Quotes shall clearly reference the RFQ number and include:

- Date of quotation
- Company name
- Company Point of Contact name, email address, and phone number
- System for Award Management (SAM) Unique Entity Identifier (UEI)
- Quotation validity of at least 60 days after RFQ due date and timeA completed Technical/Past Performance Volume and Price Volume, as required by this RFQ.
- Documentation demonstrating the Contractor's capability to perform the required preventive maintenance, repair, and Operational Qualification/Performance Verification (OQ/PV) services for the covered Agilent instruments, including qualifications of proposed service personnel.
- Completed pricing schedule, with pricing inclusive of all labor, travel, OEM-compliant replacement parts, consumables, materials, shipping, and all other costs necessary to perform the requirements of the Performance Work Statement (PWS).

(End of provision)