SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS

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

1. REQUISITION NUMBER

PAGE 1 OF 2

2. CONTRACT NO.

3. AWARD/ EFFECTIVE DATE

4. ORDER NUMBER

5. SOLICITATION NUMBER: 7571PS26Q00090

6. SOLICITATION ISSUE DATE: 08/12/2026

7. FOR SOLICITATION INFORMATION CALL:

a. NAME: SHIVANI PATEL

b. TELEPHONE NUMBER *(No collect calls)*

8. OFFER DUE DATE/LOCAL TIME: 08/26/2026 1500 ET

9. ISSUED BY CODE 29

Navajo Area Office
PO Box 9020
Window Rock AZ 86515

10. THIS ACQUISITION IS ☐ UNRESTRICTED OR ☒ SET ASIDE: 100.00 % 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): 561920

SIZE STANDARD: $20

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

12. DISCOUNT TERMS

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

13b. RATING

14. METHOD OF SOLICITATION
☒ REQUEST FOR QUOTE (RFQ) ☐ INVITATION FOR BID (IFB) ☐ REQUEST FOR PROPOSAL (RFP)

15. DELIVER TO CODE

16. ADMINISTERED BY CODE

17a. CONTRACTOR/ OFFEROR CODE FACILITY CODE

TELEPHONE NO.

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

18a. PAYMENT WILL BE MADE BY CODE

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

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	RFQ# 7571PS26Q00090 is hereby issued for Event Planner Services for Health Promotion & Wellness Conference for Navajo Area Indian Health Service (NAIHS). The service is to provide professional event planning and logistical support services to coordinate and execute Health Promotion & Wellness Conference serving the Navajo Area. Following three (3) attachments are included: Attachment 1 - Price fillable table *(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)*: DANIEL R. WEINGARTEN

31c. DATE SIGNED

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	Attachment 2 - Wage Determination - AZ Attachment 3 - IEE Representation Form This is a Total Indian Small Business Economic Enterprise (ISBEE) and Indian Economic Enterprises (IEE) Set-Aside. Only quotes from ISBEE/IEE vendors will be considered at this time.				

32a. QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED ☐ INSPECTED ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE 32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER ☐ PARTIAL ☐ FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT ☐ COMPLETE ☐ PARTIAL ☐ FINAL	37. CHECK NUMBER
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY		

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

SECTION B – CONTINUATION OF SF-1449

This is a combined synopsis/solicitation for commercial services prepared in accordance with FAR Part 12. This announcement is the only solicitation. Quotes are being requested and a separately written solicitation will not be issued.

Solicitation No. 7571PS26Q00090 is issued as a Request for Quotation (RFQ) for Event Planner Services for Health Promotion & Wellness Conference. The Navajo Area Indian Health Service (NAIHS) requires professional event planning and logistical support services to coordinate and execute a Health Promotion & Wellness Conference serving the Navajo Area.

The conference will focus on advancing key public health priorities, including, but not limited to, chronic disease prevention, behavioral health, maternal and child health, injury prevention, traditional wellness practices, and community-based prevention strategies.

This acquisition is set-aside for Indian Small Business Economic Enterprise (ISBEE) and Indian Economic Enterprises (IEE) Set-Aside concerns. The full text of provisions and clauses may be accessed electronically at FAR and Revolutionary FAR Overhaul.

The associated North American Industrial Classification System (NAICS) code for this procurement is 561920 - Convention and Trade Show Organizers with a small business size standard of $20M.

1. PLACE OF PERFORMANCE

Services shall be provided for the Navajo Area Office of Public Health/ Health Promotion Disease Prevention (HPDP) Program.

2. CONTRACT TYPE

The Department of Health and Human Services (DHHS), Office of Mission Acquisition Solutions (OMAS) anticipates awarding a single Firm-Fixed-Price contract for the Event Planner Consultant Services for Health Promotion & Wellness Conference under the Navajo Area Indian Health Service (NAIHS).

This requirement is for non-personal services as defined in FAR 37.6 (formerly FAR 37.104). The Contractor is an independent contractor, and no employer-employee relationship exists between the Government and the Contractor or its personnel. The Government may evaluate the quality and timeliness of services provided but shall not supervise or control the Contractor's professional medical judgment, including clinical decisions, diagnoses, or treatment recommendations.

In accordance with FAR 52.237-7, the Contractor shall indemnify and hold harmless the Government for liability arising from acts or omissions of the Contractor or its personnel during performance. The Contractor shall maintain medical liability insurance in amounts customary for

the applicable specialty and acceptable to the Contracting Officer. These requirements shall apply to any subcontractor providing services under this contract.

3. PERIOD OF PERFORMANCE (POP)

The period of performance consists of a one-year base period.

Base Year: 09/15/2026 – 09/14/2027

4. PRICING SUMMARY

Payment will be made for services performed and accepted in accordance with the Statement of Work (SOW) at the unit prices quoted in the Pricing Table.

This is a Firm-Fixed-Price contract based on a fixed, fully burdened rate. The total contract value represents the maximum amount payable and shall not be exceeded without prior approval of the Contracting Officer.

Please review attachment 1 and complete the provided table.

5. POINTS OF CONTACT (POC)

a. Contact Information

Contracts Specialist (CS)	**Contracting Officer's Representative (COR)**
Shivani Patel	TBD
(301)-348-3539	
Shivani.patel@hhs.gov	
Contracting Officer (CO)	**Contractor Point of Contact**
Daniel Weingarten	Name: TBD
	Phone:
Daniel.Weingarten@hhs.gov	Email:

b. Contract Administration and Authority

- The CO is the only individual authorized to bind the Government or modify the contract.
- The CO designates a COR and Alternate COR to provide technical oversight.
- The COR's authority is limited to performance monitoring and does not include authority to:
  - o Modify the contract or obligate funds
  - o Authorize additional work
  - o Direct contractor personnel
  - o Change scope, schedule, price, or requirements
- The COR may:

o Monitor technical performance
o Review deliverables
o Conduct inspections and evaluations
o Report performance issues to the CO

• The Alternate COR performs COR duties when the Primary COR is unavailable and may not exceed delegated authority.

6. STATEMENT OF WORK (SOW)

BACKGROUND

The Navajo Area Indian Health Service (NAIHS) requires professional event planning and logistical support services to coordinate and execute a Health Promotion & Wellness Conference serving the Navajo Area.

The conference will focus on advancing key public health priorities, including, but not limited to, chronic disease prevention, behavioral health, maternal and child health, injury prevention, traditional wellness practices, and community-based prevention strategies.

The event is anticipated to host approximately 200 attendees, including healthcare providers, public health professionals, community health representatives, federal partners, and community members.

The conference may be conducted in person within the Navajo Nation or surrounding area, or in a hybrid format.

OBJECTIVE

The objective of this contract is to obtain professional event planning and logistical support services to successfully coordinate and execute a Health Promotion & Wellness Conference that advances Navajo Area public health priorities and supports collaboration among healthcare providers, public health professionals, and community stakeholders.

SCOPE OF WORK

The Contractor shall provide comprehensive event planning, coordination, and execution services necessary to support a culturally respectful, professionally managed conference aligned with Navajo Area health priorities.

The Contractor shall furnish all personnel, supervision, project management, and coordination necessary to perform the requirements described in this Statement of Work.

A. Conference Venue

Contractor will secure site and dates within 30 days of award.

B. Day 1 Conference & Vendor Set up and Registration

1. Four to six (4-6) breakout rooms: all rooms are medium-sized rooms with 45 participants each, with a classroom-style set-up. Time: 7:00 am to 6:00 pm. Space must include the following in each room:
   a. One (1) podium with microphone
   b. One (1) small AV table at the front of the room

c. One (1) power package (power strip and 20 ft. extension cord)
d. One (1) 8ft x 8ft AV screen
e. Speaker timer
f. One (1) projector and laptop, attached to house audio
g. T-1 line internet access or equal
h. Two (2) standard wired microphone on microphone stand for placement in the audience area for questions and answers by the audience
i. Two (2) 10ft x 10ft AV screens
j. Two hi-powered video projectors with computer interface (approximately 4,000 lumens or greater), projector stand with draping
k. One Windows-based PC using a current, supported operating system, with the capability to accept CD, DVD, Internet, and USB data sources. PC to be set up at podium, attached to house audio.
l. T-1 line internet access or equal to the podium on a riser for presenters
m. Onsite technician to support and operate AV equipment, facilitate, and record content of session during conference.

2. One (1) Conference Committee Board/Storage Room. Time: 7:00 am to 8:00 pm (24-hr hold). Space must include:
   a. Boardroom-style seating for ten (10), near the session and/or registration area
   b. Free Wi-Fi, Internet access.

C. Other Facilities Requirements:

1. Four (4) registration tables, skirted, 4 chairs each, and a wastebasket.
2. Free or reduced rate for hotel parking.
3. Free wireless and/or internet connectivity in facility and guest rooms (preferred).
4. Telephone access w/speaker for conference calls – upon request, in breakout rooms.
5. Photocopy services for incidental executive correspondence for up to 100 copy jobs at an average of 10 pages per request.
6. The hotel site will identify and coordinate any overflow sleeping rooms if needed nearby (within walking distance of .2 miles preferably).
7. The contractor is responsible for IT/AV support during the duration of this conference.
8. Conference space must be able to display digital signage of meeting information for each meeting room.
9. Contractor is responsible for organizing programs and vendor booths.

ADDITIONAL PROGRAM REQUIREMENTS

D. Speaker Fees and Selection
The contractor will be responsible for speaker fees associated with selection. Requirements:

1. Selection of speakers will be finalized by COR and POC.
2. A total of 8 speakers will be needed, comprised of 2 plenary speakers for the opening and closing events.
3. The contractor shall budget for speaker fees at a rate of $500 per speaker.

4. Speakers must be finalized 60 days prior to conference.
5. Speakers must have experience or have worked within the AI/AN community.
6. The contractor will provide travel support (airfare, lodging, per diem, and ground transportation) for these speakers. The Government estimates that approximately 8 plenary speakers and/or opening and closing ceremony participants may require contractor-funded travel support.

E. Conference Agenda Planning

In coordination with the COR and Program Team, the contractor is responsible for managing the agenda development process and delivering a final agenda for the conference. The contractor's responsibilities include:

1. Developing and delivering a draft agenda based on previous conference agendas.
2. Suggesting session topics based on Area conference evaluation results.
3. Coordinating with speakers to determine their availability to speak at the conference.
4. Maintaining and disseminating a working agenda that is updated regularly to the conference planning team.
5. Coordinating and leading agenda-planning meetings with the Planning team and COR.
6. The final agenda must be delivered for COR approval 45 days prior to the conference.

F. Printing

1. All printing material must be approved by the program team prior to printing and must be completed based on the Deliverables Schedule.
2. Print a variety of materials in support of the Conference, including attendee name badges with lanyards, speaker name tents, and 10 to 15 directional signs.
3. Design and produce one 8 ft x 10 ft backdrop and 6 upright banners (33" x 80").
4. The contractor shall be responsible for creating all graphics for the backdrop and banners, subject to final approval from the program team.
5. Design and print the Conference Program, which shall include the conference agenda and speaker biographies, as a saddle-stitched booklet printed in color (no larger than 9x11, minimum of 325 copies).
6. Provide Welcome Packets for plenary speakers, which must include a personalized agenda, a lanyard, a list of important phone numbers for assistance, a personalized letter from the Program, and a copy of the Conference Program booklet.
7. Provide packets for facilitators (containing speaker bios, important phone numbers, and any other necessary information).

G. Website, Application, and Registration Management

1. Website and Application Development: The contractor shall build, host, and manage a dedicated, secure, and user-friendly conference website and a companion mobile meeting app.
   a. Timeline: The initial website must be created and live within 30 days from securing venue. The website must remain operable throughout the entire period of performance to accommodate post-meeting activities like follow-up requests.

b. Platform: A mobile meeting app is required.
c. Content Management: The contractor is responsible for all content management (agendas, bios, maps).
d. Compliance: The platform must utilize Federal Government-compatible Terms of Service and meet all federal security and accessibility (Section 508 compliance) standards.

2. Registration Management: The contractor shall utilize the conference website to provide a complete online registration process for approximately 200 attendees.
   a. Timeline: Registration must open no later than four (4) months prior to the conference.
   b. Process: Registration shall be online-only.
   c. Data Capture: The registration form must capture: First Name, Last Name, Title, Position, I/T/U, pre-conference attendance, and strategic meeting attendance.
   d. System Features: The platform must automatically send confirmation emails and provide bulk notification capabilities.
   e. Hotel & Reporting: Provide direct links to hotel reservations and deliver weekly registration reports to the COR.

H. Post Conference Evaluation and Reporting

The contractor shall be responsible for the full lifecycle of the post-conference evaluation process.

1. Evaluation Development: Draft survey questions based on conference goals and future needs.
   a. Draft survey must be delivered to the COR and POC for review and approval no later than 30 days prior to the conference.
2. Accessibility and Distribution: Ensure accessibility via the website, mobile app, and printed QR codes on site. The survey must be fully mobile-friendly.
3. Timeline: Live end of final day remains open for 7 business days post-conference.
4. Reporting Deliverables: Deliver a single Final Evaluation Report to the COR and POC within 30 days after the conference end date, containing an executive summary, detailed analysis, and a raw data export (.csv or .xlsx).

I. Meetings and Updates

The contractor is responsible for scheduling all meetings, taking official minutes, and providing them to the COR within 48 hours of the meeting's conclusion.

1. Kick-off Meeting: Within ten (10) working days of award.
2. Routine Planning Meetings: Scheduled and led by the contractor. Bi-weekly initially, weekly as the conference approaches, and twice-weekly during the final month.

J. Reporting Requirements

The contractor shall provide the following reports to the COR, POC, and the federal conference manager in Microsoft Office format:

1. Monthly Progress Reports: Due monthly. Must include summaries of achievements, upcoming plans, timeline deviations with corrective actions, registration metrics, and block utilization metrics.
2. Final Performance Report: Due no later than thirty (30) days after the conference end date.

K. P Vendor Booth Management

The contractor is responsible for the complete coordination and management of the all vendor booths.

1. Vendor Booth Management:
   a. Recruitment, registration, and coordination of vendor booth spaces, each equipped with two chairs and a draped table.

L. On-site Staffing and Travel

1. On-site Support Team: Provide a dedicated team of a minimum of four (2) qualified personnel, including at least one On-site Project Manager, for the full duration of the conference.
2. Staff Travel Requirements: Contractor is responsible for all travel arrangements for speakers and health promotion disease prevention program staff.

M. Food and Beverage Prohibition

The contractor is strictly prohibited from providing, arranging for, or invoicing for any food or beverages for conference attendees, speakers, or staff under this contract. Any costs associated with food or beverages submitted by the contractor in any invoice will be disallowed.

N. Special Requirements

1. Demonstrated Expertise: Demonstrated expertise working with American Indian/Alaska Native (AI/AN) populations.
2. Ceremonial Protocols: Ensure individuals leading ceremonies are members of federally recognized tribes, preferably local to the selected venue.

O. Section 508 Compliance

The contractor is responsible for ensuring all electronic information and communication technology delivered under this contract is fully compliant with the Revised Section 508 standards and Web Content Accessibility Guidelines (WCAG) 2.0 Level AA. The contractor's specific responsibilities include, but are not limited to:

P. Continuous Education Credits

The contractor will be responsible for organizing continuous education credits. The contractor will work with the Indian Health Service Clinical Support Center to obtain documents and presentations from speakers.

GOVERNMENT-FURNISHED PROPERTY

N/A

CONTRACTOR-FURNISHED PROPERTY

The Contractor shall provide all equipment, software, tools, and resources necessary to deliver in-person or hybrid conference.

PERIOD OF PERFORMANCE

The Period of Performance shall be September 15, 2026 to September 14, 2027

LOCATION OF SERVICES

The conference shall be held in a suitable location located within 75 miles of zip code 86511.

CONTRACTING OFFICER'S REPRESENTATIVE (COR)

The COR is responsible for the following:

- Monitoring the Contractor's technical progress, including surveillance and assessment of performance, and recommending changes in requirements to the Contracting Officer.
- Performing technical evaluation as required.
- Performing technical inspections and acceptance required by this contract; and
- Assisting the Contractor in the resolution of problems encountered in performance.

POINT OF CONTACT

The Point of Contact for this contract shall be [TBD]

CONTRACTING OFFICER RESPONSIBILITY

Authority to negotiate changes in terms of conditions, or amounts cited in this contract is reserved for the Contracting Officer.

DELIVERABLES SCHEDULE

The contractor shall provide the following deliverables to the COR and POC by the due dates specified below.

Due Date	Deliverable
Within 10 working days of award	Kick-Off Meeting
Within 60 days of award	Securing venue and dates
Within 1 month of securing venue	Establish conference website
Monthly	Status Reports
60 days prior to conference	Plenary speakers confirmed

45 days prior to conference	Final drafts of all printed materials for COR and POC approval
15 days prior to conference	All materials printed and delivered to the conference site
30 days prior to conference	Post-conference evaluation (Draft)
60 days after conference	Performance Reports
60 days after conference	Final report and evaluation raw data
60 days after conference	508-compliant presentation slides

SERVICE CONTRACT WAGE DETERMINATION

Wage Determination No. 2015-5477, Revision No. 30, dated 5/13/2026, is hereby incorporated.

7. INSPECTION AND ACCEPTANCE

All work performed under this contract is subject to inspection and final acceptance by the Contracting Officer (CO) or by a duly authorized representative acting within the limits of their delegated authority. The Contracting Officer's Representative (COR) is responsible for monitoring the Contractor's performance, evaluating the quality of services provided, and conducting technical inspections. The COR shall recommend acceptance or rejection of services to the CO; only the CO may provide final acceptance.

a. Quality Assurance:
The Contractor's performance is subject to ongoing evaluation under the Service Unit's Quality Assurance (QA) program to ensure compliance with professional, regulatory, and organizational standards. Reviews may include assessments of work performed, patient safety considerations, documentation accuracy, and clinical quality evaluations. The Contractor shall correct any deficiencies identified. Failure to implement corrective actions may result in termination for cause, particularly where performance endangers patients, staff, or Government property.

b. Contractor Performance Evaluation Report:
In accordance with FAR Subpart 42.15, the Government will prepare interim and final performance evaluations under the Contractor Performance Assessment Reporting System (CPARS). These evaluations will become part of the official contract file and may be used as past performance information for future acquisitions involving the Contractor, its affiliates, or significant subcontractors.

c. Contract Discrepancy Report (CDR):
If the Government identifies deficient performance, the CO may issue a Contract Discrepancy Report (CDR) describing the deficiency and required corrective action. The Contractor shall acknowledge receipt of the CDR and submit a written corrective action plan detailing how the issue will be resolved and prevented from recurring. The Government will review the Contractor's response for acceptability. Completed CDRs become part of the Contractor's performance record and may be considered in assessing present and future contractual responsibility and performance.

8. INVOICING AND PAYMENT

Invoices shall be submitted electronically on a monthly basis through the Invoice Processing Platform (IPP) at https://www.ipp.gov.

Each invoice shall include the applicable Contract Line Item Number (CLIN), billing period, hourly rate, number of hours worked, total amount due, and the Contractor's Unique Entity Identifier (UEI). Approved timesheets shall be submitted with each invoice.

Payment shall be based on actual hours worked at the contract hourly rate. Adjusted rates resulting from revised wage determinations shall not be invoiced until incorporated into the contract by modification.

Invoices shall not be submitted directly to the CO, Contracting Officer's Representative (COR), or Finance Office unless authorized in writing. Improper submission may delay payment. Payment will be made in accordance with FAR 52.212-4 and HHSAR 352.232-71.

Form W-9 Requirement
The Contractor shall submit a completed Form W-9 to the Albuquerque Area Indian Health Service, Division of Accounting Services, via encrypted email (ALB_AOAPinvoices@ihs.gov) or secure fax ((505) 256-6851). Failure to do so may delay issuance of IRS Form 1099.

Refunds

In the event of an overpayment, the Contractor shall remit payment to the Government as directed by the Contracting Officer.

SECTION C – CONTRACT CLAUSES

FAR 52.252-2 - Clauses Incorporated by Reference (Feb 1998)
This contract incorporates one or more Federal Acquisition Regulation (FAR) clauses by reference and/or in full text, with the same force and effect as if they were provided in full text. Upon request, the Contracting Officer will make the full text of any clause available. The full text of FAR clauses may also be accessed electronically at the following links: FAR and Revolutionary FAR Overhaul.

Per FAR Class Deviation 2025-09 Amendment 1: System updates may lag policy updates. The System for Award Management (SAM) may continue to require entities to complete representations based on provisions that are not included in this solicitation. Contracting officers will rely on representations from offers based on provisions in the solicitation. Entities are not required to, nor are they able to, update their entity registration to remove these representations in SAM.

FAR Clause	Title	Date
52.202-1	Definitions	Jun 2020
52.203-3	Gratuities	Apr 1984
52.203-6 Alt I	Restrictions on Subcontractor Sales to the Government	Jun 2020
52.203-12	Limitation of Payments to Influence Certain Federal Transactions	Jun 2020
52.203-17	Contractor Employee Whistleblower Rights	Nov 2023
52.203-19	Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements.	Jan 2017
52.204-9	Personal Identity Verification of Contractor Personnel	Jan 2011
52.204-13	System for Award Management - Maintenance	Nov 2025 (DEV)
52.204-14	Service Contract Reporting Requirements	Nov 2025 (DEV)
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, Proposed for Debarment, or Voluntarily Excluded.	Nov 2025 (DEV)
52.209-10	Prohibition on Contracting with Inverted Domestic Corporations	Nov 2025 (DEV)
52.212-4	Contract Terms and Conditions – Commercial Products and Commercial Services	Nov 2025 (DEV)
52.219-6	Notice of Total Small Business Set-Aside	Nov 2025 (DEV)
52.219-14	Limitations on Subcontracting	Nov 2025 (DEV)
52.222-3	Convict Labor	Nov 2025 (DEV)
52.222-35	Equal Opportunity for Veterans	Nov 2025 (DEV)
52.222-36	Equal Opportunity for Workers with Disabilities	Nov 2025 (DEV)
52.222-37	Employment Reports on Veterans	Nov 2025 (DEV)
52.222-40	Notification of Employee Rights Under the National Labor Relations Act	Nov 2025 (DEV)
52.222-41	Service Contract Act Labor Standards	Nov 2025 (DEV)
52.222-42	Statement of Equivalent Rates for Federal Hires	Nov 2025 (DEV)
52.222-44	Fair Labor Standards Act and Service Contract Labor Standards – Price Adjustment	Nov 2025 (DEV)
52.222-50	Combating Trafficking in Persons	Nov 2025 (DEV)
52.222-54	Employment Eligibility Verification	Nov 2025 (DEV)
52.222-55	Minimum Wages for Contractor Workers Under Executive Order 14026	Nov 2025 (DEV)
52.222-62	Paid Sick Leave Under Executive Order 13706	Nov 2025 (DEV)
52.224-1	Privacy Act Notification	Apr 1984
52.224-2	Privacy Act	Apr 1984
52.224-3	Privacy Training	Jan 2017
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
52.232-40	Providing Accelerated Payments to Small Business Subcontractors.	Mar 2023
52.233-3	Protest After Award	Nov 2025 (DEV)
52.233-4	Applicable Law for Breach of Contract Claim	Nov 2025 (DEV)
52.237-2	Protection of Government Building, Equipment, and Vegetation	Apr 1984

52.237-3	Continuity of Services	Jan 1991
52.240-91	Security Prohibitions and Exclusions	Nov 2025 (DEV)
52.240-93	Basic Safeguarding of Covered Contractor Information Systems	Nov 2025 (DEV)
52.242-13	Bankruptcy	Jul 1995
52.244-6	Subcontracts for Commercial Products and Commercial Services	Nov 2025 (DEV)
52.245-1	Government Property	Sep 2021
52.245-9	Use and Charges	Apr 2012
52.252-6	Authorized Deviations in Clauses	Nov 2020

This contract incorporates the following Health and Human Services Acquisition Regulation (HHSAR) clauses by reference, with the same force and effect as if they were provided in full text. The full text of these clauses is available upon request from the Contracting Officer or may be accessed electronically at: HHSAR.

HHSAR Clause No.	Title	Date
352.203-70	Anti-Lobbying	Dec 2015
352.224-70	Privacy Act	Feb 2024 (DEV)
352.224-71	Confidential Information	Feb 2024 (DEV)
352.226-6	Indian Economic Enterprise Subcontracting Limitations	Mar 2022
352.226-7	INDIAN ECONOMIC ENTERPRISE REPRESENTATION	Dec 2015

The following HHSAR clauses are included in this contract in full text:

HHSAR 352.232-71 - Electronic Submission of Invoice Payment Requests (Feb 2022)

(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 identified in **FAR 32.905(b), "Content of Invoices"** and the applicable Payment clause included in this contract.

(b) Except as provided in paragraph (c) of this clause, the Contractor shall 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) The Contractor may submit payment requests using other than IPP only when the Contracting Officer authorizes alternate procedures in writing in accordance with HHS procedures. Unless otherwise agreed to by the contracting officer per HHSAR 352.232-71(c), the use of IPP shall take precedence over previously established invoicing procedures.

(d) If alternate payment procedures are authorized, the Contractor shall include a copy of the Contracting Officer's written authorization with each payment request. Unless otherwise agreed to by the contracting officer per HHSAR 352.232-71(c), the use of IPP shall take precedence over previously established invoicing procedures.

HHSAR 352.237-70 - Pro-Children Act (Dec 2015)

(a) Public Law 103-227, Title X, Part C, also known as the Pro-Children Act of 1994 (Act), 20 U.S.C. 7183, imposes restrictions on smoking in facilities where certain federally funded children's services are provided. The Act prohibits smoking within any indoor facility (or portion thereof), whether owned, leased, or contracted for, that is used for the routine or regular provision of: (i) kindergarten, elementary, or secondary education or library services or (ii) health or day care services that are provided to children under the age of 18. The statutory prohibition also applies to indoor facilities that are constructed, operated, or maintained with Federal funds.

(b) By acceptance of this contract or order, the Contractor agrees to comply with the requirements of the Act. The Act also applies to all subcontracts awarded under this contract for the specified children's services. Accordingly, the Contractor shall ensure that each of its employees, and any subcontractor staff, is made aware of, understands, and complies with the provisions of the Act. Failure to comply with the Act may result in the imposition of a civil monetary penalty in an amount not to exceed $1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity. Each day a violation continues constitutes a separate violation.

HHSAR 352.237-71 - Crime Control Act-Reporting of Child Abuse (Dec 2015)

(a) Public Law 101-647, also known as the Crime Control Act of 1990 (Act), imposes responsibilities on certain individuals who, while engaged in a professional capacity or activity, as defined in the Act, on Federal land or in a federally-operated (or contracted) facility, learn of facts that give the individual reason to suspect that a child has suffered an incident of child abuse.

(b) The Act designates "covered professionals" as those persons engaged in professions and activities in- eight different categories including, but not limited to, teachers, social workers , physicians, dentists, medical residents or interns, hospital personnel and administrators, nurses, health care practitioners, chiropractors, osteopaths, pharmacists , optometrists, podiatrists, emergency medical technicians , ambulance drivers, alcohol or drug treatment personnel, psychologists, psychiatrists, mental health professionals, child care workers and administrators, and commercial film and photo processors. The Act defines the term "child abuse' as the physical or mental injury, sexual abuse or exploitation, or negligent treatment of a child.

(c) Accordingly, any person engaged in a covered profession or activity under an HHS contract or subcontract, regardless of the purpose of the contract or subcontract, shall immediately report a suspected child abuse incident in accordance with the provisions of the Act. If a child is suspected of being harmed, the appropriate State Child Abuse Hotline, local child protective services (CPS), or law enforcement agency shall be contacted. For more information about where and how to file a report, the Childhelp USA, National Child Abuse Hotline (1-800-4-A-CHILD) shall be called. Any covered professional failing to make a timely report of such incident shall be guilty of a Class B misdemeanor.

(d) By acceptance of this contract or order, the Contractor agrees to comply with the requirements of the Act. The Act also applies to all applicable subcontracts awarded under this contract. Accordingly, the Contractor shall ensure that each of its employees, and any subcontractor staff, is made aware of, understands, and complies with the provisions of the Act.

HHSAR 352.237-72 - Crime Control Act-Requirement for Background Checks (Dec 2015)
(a) Public Law 101-647, also known as the Crime Control Act of 1990 (Act), requires that all individuals involved with the provision of childcare services to children under the age of 18 undergo a criminal background check. "Child care services" include, but are not limited to, social services, health and mental health care, child (day) care, education (whether or not directly involved in teaching), and rehabilitative programs. Any conviction for a sex crime, an offense involving a child victim, or a drug felony, may be grounds for denying employment or for dismissal of an employee providing any of the services listed above.
(b) The Contracting Officer will provide the necessary information to the Contractor regarding the process for obtaining the background check. The Contractor may hire a staff person provisionally prior to the completion of a background check, if at all times prior to the receipt of the background check during which children are in the care of the newly-hired person, the person is within the sight and under the supervision of a previously investigated staff person.
(c) By acceptance of this contract or order, the Contractor agrees to comply with the requirements of the Act. The Act also applies to all applicable subcontracts awarded under this contract. Accordingly, the Contractor shall ensure that each of its employees, and any subcontractor staff, is made aware of, understands, and complies with the provisions of the Act.

HHSAR 352.237-73 - Indian Child Protection and Family Violence Act (Dec 2015)
(a) This contract is subject to the Indian Child Protection and Family Violence Act, Public Law 101-630 (25 U.S.C. 3201 et seq.) The duties and responsibilities required by this contract may involve regular contact with or control over Indian children. Public Law 101-630 prohibits employment, including Personal Service Contracts, with anyone who has been convicted of any crime of violence. Any such conviction should immediately be brought to the attention of the Contracting Officer. The contractor will be subject to a character investigation, conducted by the Indian Health Service, Office of Human Resources. Until such time as the contractor has been notified of completion of the investigation, the contractor shall have no unsupervised contact with Indian children. In order to initiate this background investigation, the contractor must provide information as required in this contract or as directed by the Contracting Officer.
(b) As a prerequisite to providing services under this contract, the Contractor is required to complete and sign the declaration found in Section J of this contract.

HHSAR 352.237-75 - Key Personnel (Dec 2015)
The key personnel specified in this contract are considered to be essential to work performance. At least 30 days prior to the contractor voluntarily diverting any of the specified individuals to other programs or contracts the Contractor shall notify the Contracting Officer and shall submit a justification for the diversion or replacement and a request to replace the individual. The request must identify the proposed replacement and provide an explanation of how the replacement's skills, experience, and credentials meet or exceed the requirements of the contract (including, when applicable, Human Subjects Testing requirements). If the employee of the contractor is terminated for cause or separates from the contractor voluntarily with less than thirty days' notice, the Contractor shall provide the maximum notice practicable under the circumstances. The Contractor shall not divert, replace, or announce any such change to key personnel without the written consent of the Contracting Officer. The contract will be modified to add or delete key personnel as necessary to reflect the agreement of the parties.

SECTION D – DOCUMENTS, EXHIBITS AND ATTACHMENTS

Attachment No.	Description	No. of Pages
1	Fillable Table	2
2	Wage Determination No. 2015-5477, Revision No. 30, dated 05/13/2026	7
3	IHS IEE Representation Form	1

SECTION E – SOLICITATION PROVISIONS

FAR 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 the following links: FAR and Revolutionary FAR Overhaul (end of provision)

FAR Clause	Title	Date
52.203-11	Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions.	Sep 2024
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 (DEV)
52.229-11	Tax on Certain Foreign Procurements – Notice and Representation.	Jun 2020
52.212-1	Instructions to Offerors-Commercial Items	Nov 2025 (DEV)
52.233-2	Service of Protest	Sep 2006
52.240-90	Security Prohibitions and Exclusions Representations and Certifications	Nov 2025 (DEV)
52.252-5	Authorized Deviations in Provisions	Nov 2020

FAR 52.209-2 - Prohibition on Contracting with Inverted Domestic Corporations-Representation (Nov 2025) (DEV)
(a) Definitions. As used in this clause—
Inverted domestic corporation means a foreign incorporated entity that meets the definition of an inverted domestic corporation under 6 U.S.C. 395(b), applied in accordance with the rules and definitions of 6 U.S.C. 395(c).
Subsidiary means an entity in which more than 50 percent of the entity is owned—
(1) Directly by a parent corporation; or
(2) Through another subsidiary of a parent corporation.
(b) Government agencies are not permitted to use appropriated (or otherwise made available) funds for contracts with either an inverted domestic corporation, or a subsidiary of an inverted

domestic corporation, unless the exception at 9.108-3(b) applies or the requirement is waived in accordance with the procedures at 9.108-5.
(c) *Representation*. The Offeror represents that-
(1) It □ is, □ is not an inverted domestic corporation; and
(2) It □ is, □ is not a subsidiary of an inverted domestic corporation.
(End of provision)

FAR 52.209-5 - Certification Regarding Responsibility Matters (Nov 2025) (DEV)
(a)(1) The Offeror certifies, to the best of its knowledge and belief, that—
(i) The Offeror and/or any of its Principals—
(A) Are □ are not □ presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;
(B) Have □ have not □, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, violating Federal criminal tax laws, or receiving stolen property (if offeror checks "have", the offeror shall also see 52.209-7, if included in this solicitation);
(C) Are □ are not □ presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision; and
(D) Have □, have not □, within a three-year period preceding this offer, been notified of any delinquent Federal taxes in an amount that exceeds the threshold at 9.104-5(a)(2) for which the liability remains unsatisfied. Federal taxes are considered delinquent if both of the following criteria apply:
(1) *The tax liability is finally determined*. The liability is finally determined if it has been assessed. A liability is not finally determined if a pending administrative or judicial challenge remains. In the case of a judicial challenge to the liability, the liability is not finally determined until all judicial appeal rights have been exhausted.
(2) *The taxpayer is delinquent in making payment*. A taxpayer is delinquent if the taxpayer has failed to pay the tax liability when full payment was due and required. A taxpayer is not delinquent in cases where enforced collection action is precluded.
(ii) The Offeror has □ has not □, within a 3-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.
(2) "Principal," for the purposes of this certification, means an officer, director, owner, partner, or a person having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a division or business segment; and similar positions).
(b) The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
(c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the Government will consider the certification in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as

requested by the Contracting Officer may render the Offeror nonresponsible.
(d) This provision does not require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a). The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If the Government later determines that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.
(End of provision)

FAR 52.209-7 - Information Regarding Responsibility Matters (Nov 2025) (DEV)
(a) *Definitions*. As used in this provision—
Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative Proceedings, Civilian Board of Contract Appeals Proceedings, and Armed Services Board of Contract Appeals Proceedings). This includes administrative proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include agency actions such as contract audits, site visits, corrective plans, or inspection of deliverables.
Federal contracts and grants with total value greater than $10,000,000 means—
(1) The total value of all current, active contracts and grants, including all priced options; and
(2) The total value of all current, active orders including all priced options under indefinite-delivery, indefinite-quantity, 8(a), or requirements contracts (including task and delivery and multiple-award Schedules).
Principal means an officer, director, owner, partner, or a person having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a division or business segment; and similar positions).
(b) The offeror □ has □ does not have current active Federal contracts and grants with total value greater than $10,000,000.
(c) If the offeror checked "has" in paragraph (b) of this provision, the offeror represents, by submission of this offer, that the information it has entered in the Federal Awardee Performance and Integrity Information System (FAPIIS) is current, accurate, and complete as of the date of submission of this offer with regard to the following information:
(1) Whether the offeror, and/or any of its principals, has or has not, within the last five years, in connection with the award to or performance by the offeror of a Federal contract or grant, been the subject of a proceeding, at the Federal or State level that resulted in any of the following dispositions:
(i) In a criminal proceeding, a conviction.
(ii) In a civil proceeding, a finding of fault and liability that results in the payment of a monetary fine, penalty, reimbursement, restitution, or damages of $5,000 or more.
(iii) In an administrative proceeding, a finding of fault and liability that results in–
(A) The payment of a monetary fine or penalty of $5,000 or more; or
(B) The payment of a reimbursement, restitution, or damages in excess of $100,000.
(iv) In a criminal, civil, or administrative proceeding, a disposition of the matter by consent or compromise with an acknowledgment of fault by the Contractor if the proceeding could have led

to any of the outcomes specified in paragraphs (c)(1)(i), (c)(1)(ii), or (c)(1)(iii) of this provision.
(2) If the offeror has been involved in the last five years in any of the occurrences listed in (c)(1) of this provision, whether the offeror has provided the requested information with regard to each occurrence.
(d) The offeror shall post the information in paragraphs (c)(1)(i) through (c)(1)(iv) of this provision in FAPIIS as required through maintaining an active registration in the System for Award Management, which can be accessed via https://www.sam.gov (see 52.204-7).
(End of provision)

FAR 52.209-11 - Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction under any Federal Law (Nov 2025) (DEV)
(a) The Government will not enter into a contract with any corporation that—
(1) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless an agency has considered suspension or debarment of the corporation and made a determination that suspension or debarment is not necessary to protect the interests of the Government; or
(2) Was convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency is aware of the conviction, unless an agency has considered suspension or debarment of the corporation and made a determination that this action is not necessary to protect the interests of the Government.
(b) The Offeror represents that–
(1) It is □ is not □ a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and
(2) It is □ is not □ a corporation that was convicted of a felony criminal violation under a Federal law within the preceding 24 months.

(End of provision)

FAR 52.212-2 - Evaluation – Commercial Products and Commercial Services (Nov 2025) (DEV)
(a) Evaluation factors. The Government will award a contract resulting from this solicitation to the responsible Offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following evaluation factors in the relative order of importance will be used to evaluate offers:

1. Technical Capability - Demonstrate ability to meet the requirements outlined in the Statement of Work (SOW).
2. Schedule/Performance - Ability to meet the required Period of Performance.
3. Price - Reasonableness and competitiveness of the proposed price.

(b) Options (if applicable). The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. The evaluation of options does not obligate the Government to exercise the option(s).

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

This contract incorporates the following **HHSAR provisions** by reference, with the same force and effect as if they were provided in full text. The full text of these provisions is available upon request from the Contracting Officer or may be accessed electronically at: HHSAR.

HHSAR Provision No.	Title	Date
352.226-1	Indian Preference	Dec 2015
352.226-4	Notice of Indian Small Business Economic Enterprise set-aside	Nov 2015
352.226-6	Indian Enterprise Subcontracting Limitations	Mar 2022

SECTION F – INSTRUCTIONS TO QUOTERS AND EVALUATION

EVALUATION (IHS SUPPLEMENTAL GUIDANCE)
(Supplementing FAR 52.212-2 and FAR 12.203)

Evaluation will be conducted in accordance with FAR Part 12 and FAR 52.212-2.

The Government (Indian Health Service) intends to award a single, all-inclusive Firm-Fixed-Price contract for Health Promotion & Wellness Conference for Navajo Area Indian Health Service (NAIHS) to the responsible Offeror whose proposal is determined to be most advantageous to the Government, considering price and the evaluation factors identified below. Only proposals that comply with all solicitation instructions and requirements will be evaluated.

Quotes shall be organized into three (3) volumes, plus required forms, as follows:

Volume 1 – Technical Capability - Demonstrate ability to meet the requirements outlined in the Statement of Work (SOW).
Quoters shall provide:
- Quoter Name
- UEI Number
- Point of Contact (name, phone, email)
- A description demonstrating the quoter's capability to perform all requirements in the Statement of Work (SOW).
- Resume(s) or qualification summary for proposed personnel

The Government will evaluate the Offeror's ability to provide qualified Health Promotion & Wellness Conference for Navajo Area Indian Health Service (NAIHS) capable of meeting all the requirements of the Statement of Work (SOW).

Technical Qualifications will be evaluated for clarity, completeness, feasibility, and compliance with applicable professional and contractual standards.

The Government will assess strengths, weaknesses, and any risks associated with the quotation and determine the level of confidence in successful performance.

Volume 2 – Schedule/Performance - Ability to meet the required Period of Performance

The Government will evaluate past performance based on the recency and relevance of prior work and will assess the level of confidence in the quoter's ability to successfully perform the requirement.

Evaluation will consider:

- Quality of performance
- Timeliness and reliability of staffing
- Responsiveness and customer service
- Successful performance in Federal, Tribal, or healthcare environments
- Ability to recruit, credential, and retain qualified healthcare personnel
- Recency: Contracts performed within the last 5 years
- Relevance: Similar scope and complexity, including Health Promotion & Wellness Conference for Navajo Area Indian Health Service (NAIHS).

Quoters shall provide up to three (3) recent and relevant contracts or jobs of similar scope. Include:

- Customer/organization
- Location
- Dates of performance
- Description of work performed
- Contract value (if available)
- Point of contact (name, phone, and email)

In addition, IHS may evaluate:

- CPARS reports
- Other federal past performance records
- Subcontractor performance (IAW FAR 12.203(a)(2))
- Past performance information already known to the Government
- Prior IHS contracts
- Commercial References or other relevant sources
- The Government may consider information obtained from a source that was not provided by the offeror.

Volume 3 – Price: Reasonableness and competitiveness of the proposed price

The Offeror's price proposal will be evaluated for reasonableness, completeness, and consistency with the proposed technical approach using the pricing information submitted in the Pricing Table. Pricing shall include all labor, travel (if applicable), overhead, administrative expenses, and any other costs necessary for full performance of the contract.

For evaluation purposes:

• The Government will calculate an evaluated price based on the quoter's proposed hourly rates and the estimated level of effort for the base period.
• The evaluated price will include the total price for the base period
• The Government may evaluate pricing for unbalanced pricing
• Prices shall be valid for at least 90 calendar days from the date of quote submission

While price is an important evaluation factor, it may not be the determining factor for award.

The Government may reject any quotation that is unrealistically high or low in relation to the Government estimate or the technical approach.

BASIS FOR AWARD

The Government intends to make an award that is most advantageous to the Government. This method allows the Government to award to an Offeror other than the lowest-priced or highest technically rated Offeror when such award is determined to be most advantageous to the Indian Health Service.

The Government reserves the right to:

- Conduct discussions or make award without discussions
- Accept other than the lowest-priced offer
- Reject any or all offers

Additional Required Documents

• Signed SF-1449 (first page only is acceptable).
• Signed IHS Buy Indian Act Indian Economic Enterprise Representation Form (IEE Form).
• Signed and acknowledged amendments, if any.

Award Decision

Award will be made to the responsible quoter whose quotation is most advantageous to the Government, considering Technical Capability, Schedule/Performance, and Price.

The Government will perform a comparative evaluation of quotations and may select a higher-priced quotation if it is determined that the technical merit and/or Schedule/Performance warrants the additional cost.

The Government intends to award without discussions but reserves the right to conduct discussions if determined to be in the Government's best interest.