

ADDENDUM TO 52.212-1 - INSTRUCTIONS TO OFFERORS

In addition to FAR 52.212-1, "Instructions to Offerors – Commercial Items" and any other instructions contained elsewhere in this solicitation, the following instructions are provided.

The Government intends to award a Firm Fixed Price (FFP) contract as a result of this solicitation in accordance with FAR Part 12 and FAR Part 13. Award will be made to the quoter whose quote is most advantageous to the Government under the selection criteria set forth in this solicitation. The Government intends to evaluate quotes and award a contract based on initial quotes.

INSTRUCTIONS FOR SUBMISSIONS OF QUOTES:

- (1) Quote shall be submitted electronically no later than the due date of the solicitation.
- (2) Price quotes will be due on the closing date of subject RFQ and must be held firm for thirty (30) days.
- (3) Quoters shall comply with all portal instructions for uploading attachments and inserting CLIN amounts.

This includes the following:

- Uploading their Lenel Security Reseller Certificate
- Insert CLIN dollar amounts
- All supplemental information to support proposed price, to include but not limited to copies of previously paid invoices, sales history for the same or similar items, price list with effective date and / or copies of catalog pages along with any applicable discounts.
- Unless completed in SAM, RFQ Section, Representations, Certifications and Other Statements of Offerors completed by the quoter.

Factor I – Authorized Reseller Certificate

Quoters shall be authorized resellers of the Lenel Security products and services. The quote shall include an authorized reseller certificate.

Include as an attachment to the solicitation. There is no page limitation.

Factor II – Price

The price quote shall include all elements of price and such other price information considered appropriate to support the quoter's quote.

ADDENDUM TO 52.212-2 - EVALUATION--COMMERCIAL ITEMS (OCT 2014)

The Government intends to award firm-fixed-price contract resulting from this solicitation to the responsible vendor whose quote represents the best value after the evaluation in accordance with the factor in the solicitation. The evaluation will consist of Factor I: Authorized Reseller Certificate and Factor II: Price. All quotes will be reviewed for timeliness. Timely quotes will also be reviewed for compliance to the solicitation. If the quote is not compliant with the material terms of the solicitation, it may not be evaluated and the vendor will be notified that the proposal is non-responsive.

The Government intends to award a contract without exchanges. The establishment of a competitive range is not anticipated. Accordingly, each quoter should submit its most favorable terms from a price and technical standpoint. However, the Government reserves the right to establish a competitive range and conduct exchanges if later determined by the PCO to be necessary. The Government reserves the right to award a firm fixed price award to other than the lowest priced quoter; award a firm fixed priced without exchanges; or award a firm fixed priced after exchanges, whichever is in the best interest of the Government.

A written notice of award or acceptance of a quote e-mailed or otherwise furnished to the successful quoter(s) within the time for acceptance specified in the quote shall result in a binding contract without further action by either party.

Quoters are hereby instructed that, regardless of any language that may be used in this solicitation, the Government is NOT conducting this procurement under FAR Part 15. This procurement is being conducted under FAR Part 12 and 13.

Factor I – Authorized Reseller Certificate

For Factor I, quoters will be evaluated on an Acceptable/Unacceptable basis for submission of proof of possessing an authorized Lenel Security reseller certificate. This will be evaluated on an Acceptable/Unacceptable basis in accordance with the Table below. Failure to submit the required certifications will result in a rating of unacceptable.

Rating	Description
Acceptable	Quote meets the requirements of the solicitation
Unacceptable	Quote does not meet requirements of the solicitation

Factor II – Price

Price quotes will be evaluated based price reasonableness in accordance with FAR Part 13. The Government may evaluate any and all information submitted by the vendor to support the reasonableness of the prices quoted. The method of evaluation used by the contracting officer is solely within the discretion of the contracting officer. Additionally, the government may request quoters to submit additional information/data to support price reasonableness such as copies of paid invoices for the same or similar items or uncertified cost and pricing data. Failure to submit the requested information may result in disqualification of the submitted quote.

The Government will award on the basis of price unless the contracting officer is aware of past performance information related to the low price quote/offer which indicates that quote/offer may not represent best value. In that case, the Government reserves the right to consider the past performance of other quotes/offers, conduct a price, past performance tradeoff, and award to other than the lowest price quote/offer.