

1. What's pages do u need back for bid to be complete?
  - a. Attachment 6 may be used as a template for your technical proposal.  
Per FAR 52.212-1 Instructions to Offerors – Commercial Products and Commercial Services (NOV 2021) (Provision) starting on page 2 of the solicitation,
    - 1) Offers submitted in response to this solicitation shall include a technical proposal, a price proposal, and contractor representations and certifications.
      - a) Technical Proposal – The technical proposal shall address the evaluation factors in 52.212-2. At a minimum technical proposal shall include:
        - **Past Performance & Experience on Similar Projects** - Provide a list of completed past projects with similar scope for the last three years, (include a brief description of the project and how it is similar to this one, dollar amount, project location and who the work was performed for). Include reference names and phone numbers for these projects. Offerors without a record of past performance will receive a neutral rating for past performance only. Provide this information for subcontractors on the project as well.
        - **Technical Approach - Provide a list of all personnel** to be used on the project (including sub-contractors on the project) and their qualifications. **Provide a description of equipment** to be used on the project (make, model, year, etc). This information is used to determine the acceptability of both personnel and equipment and also to ascertain your understanding of what resources are needed to adequately complete this project.
      - b) Price Proposal – Include the following: 1) the completed Schedule of Items from Section B of this solicitation, and 2) acknowledgement of any amendments to this solicitation by following the instructions that accompany the amendment(s).
      - c) Representations and Certifications – Fill in the check boxes for provisions 52.204-24, 52.212-3, and Employment of Eligible Workers-Workforce Certification found in paragraph x of this solicitation and include a copy with your offer.
    - 3) Submit offer by email to [keith.reichard@usda.gov](mailto:keith.reichard@usda.gov) so that it is delivered into this inbox by the due date and time. Emails should contain 3 separate attachments (Technical Proposal, Price Proposal, and Representations and Certifications) in Microsoft Word, Excel, or Adobe PDF format. Be aware that large attachments may increase the time required to deliver an email. It is the offerors responsibility to confirm receipt of the offer from [keith.reichard@usda.gov](mailto:keith.reichard@usda.gov).
    - 4) Address questions about this solicitation to Keith Reichard at [keith.reichard@usda.gov](mailto:keith.reichard@usda.gov).