

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		BPA NO.	1. CONTRACT ID CODE	PAGE 1 OF 5 PAGES
2. AMENDMENT/MODIFICATION NUMBER 0004		3. EFFECTIVE DATE 1-27-2023	4. REQUISITION/PURCHASE REQ. NUMBER	5. PROJECT NUMBER (if applicable) None
6. ISSUED BY Department of Veterans Affairs Network Contracting Office (NCO) 15 3450 S 4th Street Trafficway  Leavenworth KS 66048		7. ADMINISTERED BY (If other than Item 6) Department of Veterans Affairs Network Contracting Office (NCO) 15 3450 S 4th Street Trafficway  Leavenworth KS 66048	CODE 36C255	
8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code) To all Offerors/Bidders		(X)	9A. AMENDMENT OF SOLICITATION NUMBER 36C25522R0100	
		<input checked="" type="checkbox"/>	9B. DATED (SEE ITEM 11) 10-24-2022	
		<input type="checkbox"/>	10A. MODIFICATION OF CONTRACT/ORDER NUMBER	
			10B. DATED (SEE ITEM 13)	
CODE		FACILITY CODE		
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>				
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input checked="" type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified. NLT 2:00 PM Central, 28 February 2023				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>				
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.			
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).			
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:			
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)			
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)				
VISN 15 Home Oxygen Services. This amendment reflects the following changes to the solicitation:  New pricing spreadsheet dated 1-11-2023 that reflects changes to the estimates based on implementation of the PACT Act. Change the NAICS Code from 621610 to 532283 - Home Health Equipment Rental with a size standard of \$36 million. New contracting POC: Denise Maynard denise.maynard@va.gov New due date for proposals. Expected Period of Performance to start 1 April 2023.				
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.				
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
		Mike Crader Contracting Officer		
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED	
(Signature of person authorized to sign)		(Signature of Contracting Officer)		

## 52.212-2 Addendum – Proposal Instructions

Introductory Statement      **\*\*ALL PROPOSAL PREPARATION COSTS WILL BE AT THE SOLE RESPONSIBILITY OF THE OFFEROR. THE GOVERNMENT WILL NOT REIMBURSE ANY FIRM FOR THEIR PROPOSAL PREPARATION COSTS.\*\***

This section provides general guidance for preparing proposals as well as specific instructions on format and content of the proposal. The Offeror's proposal must include all data and information requested herein and must be submitted in accordance with these instructions. Nonconformance with the instructions provided herein may result in an unfavorable proposal evaluation. Proposals shall be clear, concise and shall include sufficient detail for effective evaluation and for substantiating the validity of the stated claims. The proposal should not simply rephrase or restate the Governments' requirements but shall address how the vendor intends to meet these requirements. Offerors shall assume that the Government has no prior knowledge of their abilities and experience and will base its evaluation on the information presented in the vendor's proposal. Elaborate brochures or documentation, binding, detailed artwork or other embellishments are unnecessary and are not desired. Offerors are required to meet all solicitation requirements, including terms and conditions, representations and certifications and technical requirements.

**Anticipated Award.** The Government intends to make a single contract award in response to this solicitation.

**Minimum Guarantee:** \$2,500.00

### **Instructions to Offerors.**

Per VA Acquisition Regulation 852.219-10(b)(1) incorporated by reference in this solicitation and the resulting contract, Offers are solicited only from eligible Service-Disabled Veteran Owned Small Business (SDVOSB) concerns. Only SDVOSBs listed as "verified" at VA's Vendor Information pages (VIP), available at [www.vip.vetbiz.va.gov](http://www.vip.vetbiz.va.gov), may submit offers in response to this solicitation. Offers received from concerns that are not VIP-listed SDVOSB concerns shall not be considered. Please note that Offeror's proposing as a Joint Venture or Mentor-Protégé arrangement will not be considered to meet eligibility as a SDVOSB for this procurement unless that Joint Venture is listed as "verified" at VA's VIP.

Per FAR 52.204-7, included in this solicitation by reference, an Offeror is required to be registered in SAM when submitting its offer, and shall continue to be registered until time of award, during performance, and through final payment of any contract, basic agreement, basic ordering agreement, or blanket purchasing agreement resulting from this solicitation.

**Period of Acceptance of Offers.** The Offeror agrees to hold prices in its offer firm for a period of one-hundred-eighty (180) calendar days from the date specified in the receipt of offers. The offeror shall date and sign the SF1449 in blocks 30 a, b and c agreeing to all terms and conditions of this solicitation and the resulting contract.

Past Performance. The past performance of the apparent successful offeror will be reviewed by the contracting officer prior to award as part of the contracting officer's responsibility determination per FAR Part 9.

### **Instructions for Proposal Submission.**

**The proposal shall consist of two (2) separate volumes:**

Volume One (1): Experience

Volume Two (2): Price

#### **Volume One (1): Experience.**

This factor will be used to assess the Offeror's experience providing contracted in-home oxygen services and contracted in-home ventilator services to patients in their place of residence. Offerors shall provide a narrative describing their specific experience providing contracted in-home oxygen services and contracted in-home ventilator services to patients in their place of residence. For each reference contract the Offeror submits as evidence of its experience providing in-home oxygen services or in-home ventilator services, or both, the Offeror's narrative must clearly state the following information:

- (1) the legal name of entity with whom the Offeror held the contract;
- (2) the contract number;
- (3) whether the contract was for in-home oxygen services, in-home ventilator services, or both;
- (4) a description providing details of the specific tasks the Offeror performed under that contract;
- (5) in what geographic location the Offeror performed these services;
- (6) the dates during which the Offeror performed the contract;
- (7) the number of patients to whom the Offeror provided in-home oxygen services or in-home ventilator services, or both, under that contract – break out and specify numbers separately for in-home oxygen services and in-home ventilator services;
- (8) whether the provided reference contract is for services provided by the Offeror or provided by a proposed subcontractor of the Offeror's;
- (9) whether the Offeror or its proposed subcontractor was the prime contractor or a subcontractor for that provided reference contract;
- (10) the name, phone number, and email address of a person at the entity with whom the Offeror (or Offeror's proposed subcontractor) held the contract who can verify the information the Offeror provides in the narrative description for this factor.

**NOTE:** The information requested above is required for the Government to evaluate proposals for the Experience evaluation factor. General statements claiming experience providing contracted in-home oxygen services and contracted in-home ventilator services that do not include specific references to prior contract work or that do not include the information required above, are not acceptable.

FAILURE TO SUBMIT THE INFORMATION REQUIRED ABOVE TO SUPPORT THE OFFEROR'S CLAIMED EXPERIENCE MAY BE VIEWED BY THE GOVERNMENT AS EVIDENCE THAT THE OFFEROR LACKS EXPERIENCE IN PROVIDING CONTRACTED IN-HOME OXYGEN SERVICES OR CONTRACTED IN-HOME VENTILATOR SERVICES OR BOTH, WHEN EVALUATING PROPOSALS FOR THE EXPERIENCE EVALUATION FACTOR.

**Volume Two (2)-Price:**

Offerors shall complete the attached spreadsheet RFP Home Oxygen Schedule 1-11-2023. Offerors shall include Section B.3-Price Schedule completed for each of the ordering periods. The B.3 Price schedule should correspond with the completed spreadsheet. This factor shall be used to assess the reasonableness of the Offeror's proposed price.

**Minimum Submission Requirements in order to be considered for award, the offeror is required to submit, at a minimum, the following:**

1. Signed SF-1449.
2. Signed Amendment(s) SF-30, if any.
3. Volume One (1): Experience
4. Volume Two (2): Price. Which includes:
  - a. B.3- Price Schedule with for each of the ordering periods.
  - b. The attached spreadsheet RFP Home Oxygen Schedule 1-11-2023.

**Other material submissions**

The offeror is required to submit a copy of the RFP response via email. RFP response shall be named 36C255-22-R-0100: VISN 15 Home Oxygen [Vendor Name]. Pricing information shall be provided and include Section B.3- Price Schedule and the corresponding spreadsheet. The pricing document shall be named VISN 15 Home Oxygen [Vendor Name] Price.

**Proposal Markings**

Proposals should not include marketing or promotional material

NOTE: Proposals will be accepted only by email to the contracting officer, Denise Maynard, at [denise.maynard@va.gov](mailto:denise.maynard@va.gov). It is the offeror's responsibility to ensure the e-mailed proposal is received by the contracting officer by the date and time specified in the solicitation.

**Solicitation Questions**

Questions concerning the solicitation will be accepted with a final cut-off date for question submission of 1:00 PM Central Time, 10 February 2023. Questions will only be accepted by email to [denise.maynard@va.gov](mailto:denise.maynard@va.gov). Please reference RFP number 36C255-22-R-0100: VISN 15 Home Oxygen Questions in the subject line.

**Proposal Due Date**

Proposal submission is due NLT 2:00pm Central Time, 28 February 2023.

**See attached document: [RFP Home Oxygen Schedule 1-11-2023](#).**