

## COMBINED SYNOPSIS/SOLICITATION FOR COMMERCIAL PRODUCTS/SERVICES

### **General Information**

Solicitation Number: FA4801-22-Q-0406  
Posted Date: 15 DEC 2022  
Original Response Date: 6 JAN 2023  
Current Response Date: 6 JAN 2023  
Product or Service Code: U099 Education/Training - Other  
Set Aside: N/A  
NAICS Code: 611430 - Professional and Management Development Training

### **Contracting Office Address**

49<sup>th</sup> Contracting Squadron/PKA  
490 1<sup>st</sup> Street  
Holloman AFB, NM 88330

### **Description**

This is a combined synopsis/solicitation for commercial products/services prepared in accordance with the format in Federal Acquisition Regulation (FAR) subpart 12.6, "Streamlined Procedures for Evaluation and Solicitation for Commercial Items," as supplemented with additional information included in this notice. This announcement constitutes the only solicitation; quotations are being requested, and a written solicitation will not be issued.

This solicitation is a Request for Quotation (RFQ). The solicitation document and incorporated provisions and clauses are those in effect through Federal Acquisition Circular 2022-08, 28-OCT-2022. The associated North American Industrial Classification System (NAICS) code for this procurement is 611430, with a small business size standard of \$13 Million. All responsible sources may submit a response which, if timely received, must be considered by the agency.

***The 49 CONS at Holloman AFB, NM, is seeking FAR Online Training Course with live, comprehensive overview of the FAR for up to 25 Students, at least 23 hours of instruction across 5 days in accordance with the 'Statement of Requirements' at Attachment 1.***

All interested companies shall provide their company information (see below), and *quotation(s)* for the following:

Line Item	Description	Quantity	Unit Price	Total Price
0001	FAR Training for 25	1 LOT		

### **Company Information**

Per FAR 52.204-7(b)(1) and FAR 52.204-16(b), the offeror must provide the following:

Company Name:

Address:

Unique Entity Identifier (UEI):

Commercial and Government Entity (CAGE):

### **Place of Delivery**

Address: 49 CONS  
Holloman AFB, NM  
Postal Code: 88330  
Country: United States

### **Questions**

Questions generated for this solicitation shall be submitted to the Point(s)-of-Contact (POC) identified below not-later-than 12:00 P.M. Mountain Time on 23 DEC 2022.

### **Provisions and Clauses**

#### **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://www.acquisition.gov/>

#### **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://www.acquisition.gov/>

### **The following solicitation provisions apply to this acquisition:**

1. 52.204-7, System for Award Management (Oct 2018)
2. 52.204-24, Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment (Nov 2021)
3. 52.204-26, Covered Telecommunications Equipment or Services-Representation (Oct 2020)
4. FAR 52.212-1, Instructions to Offerors—Commercial Products and Commercial Services (Nov 2021)
  - a. **ADDENDUM FAR 52.212-1 (See Attachment)**
5. FAR 52.212-2, Evaluation—Commercial Products and Commercial Services (Nov 2021)
  - a. **ADDENDUM FAR 52.212-2 (See Attachment)**
6. FAR 52.212-3, Offerors Representations and Certifications—Commercial Products and Commercial Services (Oct 2022)
  - FAR 52.212-3, Alternate I (Oct 2014)

**The following clauses apply to this acquisition:**

1. 52.204-19, Incorporation by Reference of Representations and Certifications (Dec 2014)
2. FAR 52.212-4, Contract Terms and Conditions—Commercial Products and Commercial Services (Nov 2021)
3. FAR 52.212-5 Contract Terms and Conditions Required to Implement Statutes or Executive Order—Commercial Products and Commercial Services (Oct 2022); The following subparagraphs of FAR 52.212-5 are applicable: (b) 1, 22(i), 27, 28, 29, 30(i), 31(i), 32(i), 33, 35, 44, 49(ii), 51, 56, 58, & (c)1, 2, 7, 8
4. DFARS 252.232-7006, Wide Area Workflow Payment Instructions (Dec 2018)
5. AFFARS 5352.201-9101, Ombudsman (Oct 2019)
6. AFFARS 5352.223-9001, Health and Safety on Government Installations (Oct 2019)
7. AFFARS 5352.242-9000, Contractor Access to Air Force Installations (Oct 2019)

**Additional Information**

The Government intends to award a purchase order as a result of this combined synopsis/solicitation that will include the terms and conditions set forth herein. To facilitate the award process, all quotes must include a statement regarding the terms and conditions herein as follows:

“The terms and conditions in the solicitation are acceptable to be included in the award document without modification, deletion, or addition.” OR

“The terms and conditions in the solicitation are acceptable to be included in the award document with the exception, deletion, or addition of the following:”

Offeror shall list exception(s) and rationale for the exception(s).

Submissions shall be received not later than 12:00 P.M. Mountain Time on 6 JAN 2023 to the Point(s)-of-Contact (POC) identified below, via email only. Faxed or mailed submissions will not be accepted. Late submission shall be treated in accordance with the solicitation provision at FAR 52.212-1(f). Any questions or concerns regarding this solicitation should be sent via email to the POC below.

**Point(s) of Contact**

William Torres  
575-572-0106  
William.torres.10@us.af.mil

Mitchell R. Dawson  
575-572-4867  
mitchell.dawson@us.af.mil

**Attachment(s)**

1. Statement of Requirements
2. Addendum to FAR 52.212-1
3. Addendum to FAR 52.212-2

Description: FAR Online Training Course with live, comprehensive overview of the FAR for up to 25 Students, at least 23 hours of instruction across 5 days.

Period of Performance: 27 February 2023 – 3 Mar 2023

#### Statement of Requirements

Contractor will provide live, online training course for up to 25 persons on the FAR (Federal Acquisition Regulation) IAW the NCMA's Contract Management Standard.

#### Description:

The course will be four days long. Course hours will be 9:00 am until 4:00 pm, Monday thru Thursday, with an hour lunch break each day. On Friday, the students will be given a final training exercise. The time zone will be Mountain Time.

Course size will be limited to 25 persons each session. Training should include more hands-on exercises and instructor interaction than lecture. Instructor should interact with and assist each student individually.

The course must provide a comprehensive overview and training on the FAR. Students will learn how to find, read, interpret, and apply the rules of Government contracting, and use the Federal Acquisitions Regulations by working through increasing difficult scenarios and group exercises.

Training will be online live sessions. The instructor should be an expert in the field and include group exercises as well as a final examination. All course materials must be presented electronically.

Students should receive information two weeks prior to course start regarding necessary prerequisites to access the course as well as an overview of what will be learned on each day

Upon completion of the course, successfully passing the graduation exercise exam, and submitting their course evaluations, students will receive an electronic certificate reflecting their completion of the course.

## ADDENDUM 52.212-1

FAR provision 52.212-1 (NOV 2021) is hereby replaced in its entirety

### **Instructions to Quoters-Commercial Products and Commercial Services**

(a) *North American Industry Classification System (NAICS) code and small business size standard. The NAICS code(s) and small business size standard(s) for this acquisition appear elsewhere in the solicitation. However, the small business size standard for a concern that submits an offer, other than on a construction or service acquisition, but proposes to furnish an end item that it did not itself manufacture, process, or produce is 500 employees if the acquisition—*

*(1) Is set aside for small business and has a value above the simplified acquisition threshold;*

*(2) Uses the HUBZone price evaluation preference regardless of dollar value, unless the offeror waives the price evaluation preference; or*

*(3) Is an 8(a), HUBZone, service-disabled veteran-owned, economically disadvantaged women-owned, or women-owned small business set-aside or sole-source award regardless of dollar value.*

(b) *Submission of quotes.* Submit signed and dated quotes to the office specified in this solicitation at or before the exact time specified in this solicitation. Quotes may be submitted on the [SF 1449](#), letterhead stationery, or as otherwise specified in the solicitation. As a minimum, quotes must show—

(1) The solicitation number;

(2) The time specified in the solicitation for receipt of quotes (if specified);

(3) The name, address, and telephone number of the quoter;

(4) A technical description of the items being quoted in sufficient detail to evaluate compliance with the requirements in the solicitation. This may include product literature, or other documents, if necessary;

(5) Terms of any express warranty;

(6) Price and any discount terms;

(7) "Remit to" address, if different than mailing address;

(8) A completed copy of the representations and certifications at Federal Acquisition Regulation (FAR) [52.212-3](#) (see FAR [52.212-3](#)(b) for those representations and certifications that the quoter shall complete electronically);

(9) Acknowledgment of Solicitation Amendments;

(10) Past performance information, when included as an evaluation factor, to include recent and relevant contracts for the same or similar items and other references (including contract numbers, points of contact with telephone numbers and other relevant information); and

(11) If the quote is not submitted on the [SF 1449](#), include a statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation. Quotes that fail to furnish required representations or information, or reject the terms and conditions of the solicitation may be excluded from consideration.

(c) *Period for acceptance of quotes.* The quoter agrees to hold the prices in its quote firm for 45 calendar days from the date specified for receipt of quotes, unless another time period is specified in an addendum to the solicitation.

(d) *Product samples.* When required by the solicitation, product samples shall be submitted at or prior to the time specified for receipt of quotes. Unless otherwise specified in this solicitation, these samples shall be submitted at no expense to the Government, and returned at the sender's request and expense, unless they are destroyed during preaward testing.

(e) *Multiple quotes.* Quoters are encouraged to submit multiple quotes presenting alternative terms and conditions, including alternative line items (provided that the alternative line items are consistent with FAR [subpart 4.10](#), or alternative commercial products or commercial services for satisfying the requirements of this solicitation. Each quote submitted will be evaluated separately.

(f) Late submissions, modifications, revisions, and withdrawals of quotes.

(1) Quoters are responsible for submitting quotes, and any modifications, revisions, or withdrawals, so as to reach the Government office designated in the solicitation by the time specified in the solicitation. If no time is specified in the solicitation, the time for receipt is 4:30 p.m., local time, for the designated Government office on the date that quotes or revisions are due.

(2)(i) Any quote, modification, revision, or withdrawal of a quote received at the Government office designated in the solicitation after the exact time specified for receipt of quotes is "late" and will not be considered unless it is received before award is made and the Contracting Officer determines that accepting the late quote would not unduly delay the acquisition. However, a late modification of an otherwise successful quote, that makes its terms more favorable to the Government, will be considered at any time it is received prior to award.

(3) If an emergency or unanticipated event interrupts normal Government processes so that quotes cannot be received at the Government office designated for receipt of quotes 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 quotes 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) Quote may be withdrawn by written notice received at any time before the exact time set for receipt of quotes. Oral quotes in response to oral solicitations may be withdrawn orally. If the solicitation authorizes facsimile quotes, quotes may be withdrawn via facsimile received at any time before the exact time set for receipt of quotes, subject to the conditions specified in the solicitation concerning facsimile quotes. A quote may be withdrawn in person by a quoter or its authorized representative if, before the exact time set for receipt of quotes, the identity of the person requesting withdrawal is established and the person signs a receipt for the quote.

(g) *Purchase order issuance.* Quotes should contain the quoter's best technical and price terms. The Contracting Officer may reject any or all quotations. The Contracting Officer may issue a purchase order to other than the quoter with the lowest priced quotation. After the evaluation of quotations, the Contracting Officer may negotiate final terms with one or more quoters of the Government's choice before issuing any purchase order. The Contracting Officer will not negotiate with any quoters other than those of the Government's choice and will not use the formal source selection procedures described in FAR Part 15.

(h) *Multiple purchase orders.* The Government may issue a purchase order for any item or group of items of a quote, unless the quoter qualifies the quote by specific limitations. Unless otherwise provided in the Schedule, quotes may not be submitted for quantities less than those specified. The Government reserves the right to issue a purchase order for any item for a quantity less than the quantity quoted, at the unit prices quoted, unless the quoter specifies otherwise in the quote.

(i) Availability of requirements documents cited in the solicitation.

(1)(i) The GSA Index of Federal Specifications, Standards and Commercial Item Descriptions, FPMR Part 101-29, and copies of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained for a fee by submitting a request to-

GSA Federal Supply Service Specifications Section  
Suite 8100 470 East L'Enfant Plaza, SW  
Washington, DC 20407  
Telephone (202) 619-8925  
Facsimile (202) 619-8978

(ii) If the General Services Administration, Department of Agriculture, or Department of Veterans Affairs issued this solicitation, a single copy of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained free of charge by submitting a request to the addressee in paragraph (i)(1)(i) of this provision. Additional copies will be issued for a fee.

(2) Most unclassified Defense specifications and standards may be downloaded from the following ASSIST websites:

(i) ASSIST (<https://assist.dla.mil/online/start/>).

(ii) Quick Search (<http://quicksearch.dla.mil/>).

(3) Documents not available from ASSIST may be ordered from the Department of Defense Single Stock Point (DoDSSP) by-

(i) Using the ASSIST Shopping Wizard (<https://assist.dla.mil/wizard/index.cfm>);

(ii) Phoning the DoDSSP Customer Service Desk (215) 697-2179, Mon-Fri, 0730 to 1600 EST; or

(iii) Ordering from DoDSSP, Building 4, Section D, 700 Robbins Avenue, Philadelphia, PA 19111-5094, Telephone (215) 697-2667/2179, Facsimile (215) 697-1462.

(4) Nongovernment (voluntary) standards must be obtained from the organization responsible for their preparation, publication, or maintenance.

(j) *Unique entity identifier.* (Applies to all quotes that exceed the micro-purchase threshold, and quotes at or below the micro-purchase threshold if the solicitation requires the Contractor to be registered in the System for Award Management (SAM).) The Quoter shall enter, in the block with its name and address on the cover page of its quote, the annotation "Unique Entity Identifier" followed by the unique entity identifier that identifies the Quoter's name and address. The Quoter also shall enter its Electronic Funds Transfer (EFT) indicator, if applicable. The EFT indicator is a four-character suffix to the unique entity identifier. The suffix is assigned at the discretion of the Quoter to establish additional SAM records for identifying alternative EFT accounts (see FAR [subpart 32.11](#)) for the same entity. If the Quoter does not have a unique entity identifier, it should contact the entity designated at [www.sam.gov](http://www.sam.gov) for unique entity identifier establishment directly to obtain one. The Quoter should indicate that it is a quoter for a Government contract when contacting the entity designated at [www.sam.gov](http://www.sam.gov) for establishing the unique entity identifier.

(k) [Reserved]

(l) *Debriefing.* If a post-award debriefing is given to requesting quoters, the Government shall disclose the following information, if applicable:

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

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

(3) The overall ranking of all quoters, when any ranking was developed by the agency.

(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 quoter.

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

(End of provision)

ADDENDUM 52.212-2

FAR provision 52.212-2 (NOV 2021) is hereby replaced in its entirety

**Basis for Contract Award – Evaluation of Quotations-Simplified Acquisition Procedures**

(a) In accordance with FAR 13.106, the Government will award a contract resulting from this solicitation to the responsible quoter whose quote conforming to the solicitation will be most advantageous to the Government. The following factor shall be used to evaluate quotes:

(i) Price

(b) A quotation is not an offer and, consequently, cannot be accepted by the Government to form a binding contract. Therefore, issuance by the Government of an order in response to a supplier's quotation does not establish a contract. A written notice of award or purchase order, mailed or otherwise furnished to the successful quoter is an offer by the Government to the supplier to buy certain supplies or services upon specified terms and conditions. A contract is established when the supplier accepts the offer.

**Quote Evaluation: The evaluation process will be accomplished as follows:**

**A. General:** We will award a contract to the responsible quoter who represents the best value to the Government on the basis of its (1) quote.

**B. Quote**

**1. General:** We will determine the merits of your quote on the basis of (a) its acceptability and (b) its quoted price.

**(a) Acceptability:** We will determine the acceptability of your quote on an acceptable or unacceptable basis. We will consider your quote acceptable if it (i) conforms to the material solicitation requirements; (ii) manifests your unconditional assent to the terms of this Request for Quote (RFQ), and (iii) you are a responsible prospective contractor pursuant to FAR 9.104-1. (NOTE: *By submission of a quote, the quoter represents that it unconditionally assents to the terms of this Request for Quote, except for any written express exceptions.*)

(i) Conformance. Material solicitation requirements include those terms affecting quality, quantity, price, or delivery. (ii) Assent. If you (1) take exception to any term of this RFQ, (2) propose any additional terms, or (3) omit material information required by this RFQ then we will consider your quote to be unacceptable and ineligible for contract award.

**(b) Price:** We will evaluate your price for fairness and reasonableness in accordance with FAR 13.106-3(a).