

<b>REQUEST FOR QUOTATION</b> (THIS IS NOT AN ORDER)		THIS RFQ <input type="checkbox"/> IS <input checked="" type="checkbox"/> IS NOT A SMALL BUSINESS SET-ASIDE		PAGE 1 OF 8 PAGES	
1. REQUEST NUMBER <b>47QMCA23Q0015</b>	2. DATE ISSUED <b>12/20/2022</b>	3. REQUISITION/PURCHASE REQUEST NUMBER	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING	
5a. ISSUED BY			6. DELIVER BY (Date) <b>01/23/2023</b>		
5b. FOR INFORMATION CALL (NO COLLECT CALLS)			7. DELIVERY		
NAME		TELEPHONE NUMBER		<input checked="" type="checkbox"/> FOB DESTINATION <input type="checkbox"/> OTHER (See Schedule)	
<b>JOHN E. (ED) HODGES</b>		AREA CODE	NUMBER	9. DESTINATION	
		<b>703</b>	<b>603-8586</b>	a. NAME OF CONSIGNEE <b>USSS/NYC</b>	
8. TO:			b. STREET ADDRESS <b>480 BEDFORD ROAD</b>		
a. NAME	b. COMPANY		c. CITY <b>CHAPPAQUA</b>		
c. STREET ADDRESS			d. STATE <b>NY</b>	e. ZIP CODE <b>10514</b>	
d. CITY	e. STATE	f. ZIP CODE			
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5a ON OR BEFORE CLOSE OF BUSINESS (Date) <b>01/03/2023 at 3:00 PM EST</b>		IMPORTANT: This is a request for information and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5a. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or service. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotation must be completed by the quoter.			
<b>11. SCHEDULE (Include applicable Federal, State and local taxes)</b>					
ITEM NUMBER (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
	See attached pages 2 - 8  Please complete SF18: Block 8 a,b,c,d,e & f Block 13 a,b,c,d,e,& f Block 14 Block 15 Block 16 a, b, and c  Return the completed SF18, pages 1 - 8, along with the "Pricing Worksheet" to John E. (Ed) Hodges via email at john.hodges@gsa.gov and to JD Dunne at joe.dunne@gsa.gov. <b>** Follow instructions for submission on page 6***</b>				
12. DISCOUNT FOR PROMPT PAYMENT		a. 10 CALENDAR DAYS (%)	b. 20 CALENDAR DAYS (%)	c. 30 CALENDAR DAYS (%)	d. CALENDAR DAYS NUMBER PERCENTAGE
NOTE: Additional provisions and representations <input type="checkbox"/> are <input type="checkbox"/> are not attached.					
13. NAME AND ADDRESS OF QUOTER			14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15. DATE OF QUOTATION
a. NAME OF QUOTER			16. SIGNER		b. TELEPHONE
b. STREET ADDRESS					
c. COUNTY			a. NAME (Type or print)		AREA CODE
d. CITY	e. STATE	f. ZIP CODE	c. TITLE (Type or print)		NUMBER

**COMBINED SYNOPSIS/SOLICITATION  
USSS AWD SPRINTER VAN WITH CONERSION PACKAGE**

This is a combined synopsis/solicitation for commercial items prepared in accordance with the format in [subpart 12.6](#), as supplemented with additional information included in this notice. This announcement constitutes the only solicitation.

The solicitation document and incorporated provisions and clauses are those in effect through Federal Acquisition Circular 2022-08 (October 28,2022)

FAR [52.212-1](#), Instructions to Offerors-Commercial, applies to this acquisition. There are no addenda to the provision.

[52.212-2](#), Evaluation-Commercial Items applies to this Request for Quotes (RFQ)

Include a completed copy of the provision at [52.212-3](#), Offeror Representations and Certifications-Commercial Items.

The clause at [52.212-4](#), Contract Terms and Conditions-Commercial Items, applies to this acquisition and a statement regarding there are no addenda to the clause.

The clause at [52.212-5](#), Contract Terms and Conditions Required to Implement Statutes or Executive Orders-Commercial Items, applies to this acquisition.

The clause at [52.219-6](#), Notice of Total Small Business Set-Aside, applies to this acquisition.

The clause at [52.219-14](#), Limitations on Subcontracting, applies to this acquisition.

NAICS Code 336111 Automobile Manufacturing applies to this RFQ. This RFQ IS set aside for small business.

## **SECTION B - CONTINUATION OF SF 18**

### **B.1 MOTOR VEHICLE DELIVERYORDER (MVDO) ADMINISTRATION DATA**

**1. MVDO ADMINISTRATION:**

**a. CONTRACTOR INFORMATION:**

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DUNS \_\_\_\_\_

GSA Contract # (If applicable) \_\_\_\_\_

**b. AUTHORIZED NEGOTIATOR**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**c. CPARS CONTRACTORS' REPRESENTATIVE (if different than b.)**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**d. GOVERNMENT:**

Name: J.D. Dunne

Title: Contracting Officer

Contact: joe.dunne@gsa.gov

2. **PAYMENT:** All payments by the Government to the Contractor will be made in accordance with ("IAW") FAR 52.232-33 PAYMENT BY ELECTRONIC FUNDS TRANSFER SYSTEM – SYSTEM FOR AWARD

3. **INVOICES:** To be shown on orders issued against this RFQ

4. **QUOTERS MUST COMPLETE AND RETURN ALL REQUIRED INFORMATION BY  
January 3, 2023, 3:00 PM EDT**

**ACKNOWLEDGMENT OF AMENDMENTS:** The quoter acknowledges receipt of amendments to the RFQ numbered and dated as follows:

<u>AMENDMENT #</u>	<u>Date</u>
_____	_____
_____	_____
_____	_____

**5. ORDER TYPE:**

The Government intends to award a single, firm-fixed price (FFP) delivery order as a result of this RFQ.

**6. ORDER ADMINISTRATION:**

The Contracting Officer (CO) is the only person authorized to approve changes or modify any of the requirements of this order. The Contractor shall communicate with the CO on all matters pertaining to order administration.

Only the CO is authorized to make commitments or issue changes that will affect price, quantity, or quality of performance of this order. In the event the Contractor effects any such change at the direction of any person other than the CO, the change shall be considered to have been made without authority and no adjustment will be made in the order price to cover any increase in cost incurred thereof.

**B.2 PRICE/COST SCHEDULE**

**YOUR ENTITY MUST BE REGISTERED IN SAM.GOV FOR QUOTES TO BE CONSIDERED. FOR INFORMATION ON REGISTRATION GO TO WWW.SAM.GOV**

ENTER PRICING FOR THE ITEMS IN THE PRICING TABLE BELOW. **PRICES MUST BE OFFERED FOB DESTINATION**

Item #	Description	Quantity	Total Price (FOB Destination)
1	AWD SPRINTER VAN< GAS ENGINE WITH CONVERSION PACKAGE  See attached purchase descriptions	1	

**SEE ATTACHED PURCHASE DESCRIPTION FOR FULL VEHICLE AND CONVERSION PACKAGE DETAILS**

**QUOTERS MUST ENSURE THAT THE ATTACHED PRICE WORKSHEET SHOWING PRICING BREAKOUT IS COMPLETED AND RETURNED WITH THE QUOTE**

**Deliver to:**

USSS – NEW YORK, 480 BEDFORD ROAD, CHAPPAQUA, NY 10514

GSA REQUIRES ITEMS QUOTED BE AVAILABLE FOR IMMEDIATE DELIVERY. QUOTERS MAY PROPOSE ALTERNATIVE DELIVERY TIMES.

**NOTE: PROPOSED DELIVERY TIMES WILL BE A MAJOR EVALUATION FACTOR (TECHNICAL)**

### **B.3 Technical Specifications/Requirements:**

**SEE ATTACHED PURCHASE DESCRIPTIONS FOR USSS AWD GAS POWERED SPRINTER VAN AND CONVERSION PACKAGE**

## **SECTION C - CONTRACT CLAUSES**

### **C.1 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 addresses:

52.212-1 Instructions to Offerors-Commercial Items.

52.212-3 Offeror Representations and Certifications-Commercial Items

52.212-4 Contract Terms and Conditions-Commercial Items

52.212-5 Contract Terms and Conditions Required to Implement Statutes or Executive Orders-Commercial Items

52.219-6 Notice of Total Small Business Set-aside

52.219-14 Limitations on Subcontracting

52.247-34 F.O.B. Destination.

<https://acquisition.gov/browse/index/far>

### **D.1. Attachments**

#### **1. PURCHASE DESCRIPTIONS AWD GAS POWERD SPRINTER VAN WITH CONVERSION PACKAGE**

**“Final Vehicle Spec Sheet Sprinter Van Vehicle PG 1 of 2 2022-12-16”**

**“Final Vehicle Spec Sheet Sprinter Van Conversion PG 2 of 2 2022-12-16”**

#### **2. PRICING WORKSHEET**

**“47QMCA23Q0015 USSS AWD CONVERSION VAN PRICING WORKSHEET”**

## E.1 GENERAL INSTRUCTIONS TO OFFERORS

### **SPECIAL NOTES:**

To maintain the integrity of this request for quotes and subsequent award, all quoters are advised that any question-and-answer requests must be submitted in written form via e-mail to the Contracting Officer **No Later Than 3:00 PM EST December 27, 2022**

Prior to submitting a quote, the quoter shall review this RFQ in its entirety to fully understand the nature of the work and the conditions under which the work is to be performed. In no case, shall failure to inspect the solicitation and its accompanying attachments constitute grounds for a claim after delivery order award.

All communications regarding this solicitation shall be sent to the Contracting Specialist at [john.hodges@gsa.gov](mailto:john.hodges@gsa.gov) and to the Contracting Officer at [joe.dunne@gsa.gov](mailto:joe.dunne@gsa.gov)

### **QUOTE PREPARATION AND SUBMISSION INSTRUCTIONS:**

#### **1. QUOTE PREPARATION INSTRUCTIONS**

- a. These instructions prescribe the format of quotes and the development and presentation of the quote's data. These instructions are designed to ensure the proper submission of information necessary to provide for comprehensive evaluation of quotes. Quoters shall carefully review this section prior to commencing quote preparation and take the necessary measures to ensure that the information submitted is factual, accurate, and complete.
- b. For a quote to be considered, Quoters must Comply with all instructions outlined in this solicitation. Failure to furnish quotes that comply with the instructions, at the predetermined due date for submission, may result in elimination from consideration for award. Furthermore, all solicitation amendments (if any) must be acknowledged IAW with FAR Clause 52.212-1 – Instructions to Offerors – Commercial Items.

#### **2. SUBMISSION INSTRUCTIONS**

**Return the completed and signed SF-18 cover page, the attached pages 1-8 of this entire request for quotes. Ensure that sections B.1 (Admin) B.2 (Technical and Price) and the separate pricing worksheet are completed with all required information and returned with the quote. Additionally, complete the Pricing Worksheet return it with the quote.**

**Send the entire completed quote package to:**

**[john.hodges@gsa.gov](mailto:john.hodges@gsa.gov) and [joe.dunne@gsa.gov](mailto:joe.dunne@gsa.gov)**

**In subject line of the e-mail please enter**

**“QUOTE FOR USSS AWD SPRINTER VAN WITH CONVERSION PACKAGE”**

**CONTRACTOR’S SIGNATURE:**

IAW FAR Part 4, contractual documents (e.g., quotes, bids, proposals, awards, modifications, etc.) shall be completed and signed by the Contractor as follows:

- (a) Individuals. Signed by the individual.
- (b) Individual doing business as a firm. Signed by that individual, and the signature shall be followed by the individual’s typed, stamped, or printed name and the words, “an individual doing business as (insert name of firm).”
- (c) Partnership. Signed in the partnership name. Prior to award, provide a list of all partners and designate which partners have authority to bind the partnership.
- (d) Corporations. Signed in the corporate name followed by the word “by” and the signature, and title of the person authorized to sign. Prior to award, provide a list of individuals who have authority to bind the corporation.
- (e) Joint Ventures. Signed by each participant in the joint venture in the manner prescribed in (a) through (d) above.
- (f) Agents. When an agent is to sign the contract, other than as stated in paragraph (a) through (e) above, the agent’s authorization to bind the principal must be established by evidence satisfactory to the Contracting Officer.

**E.2 52.212-2 EVALUATION—COMMERCIAL ITEMS (OCT 2014)**

(a) The Government will award a contract resulting from this request for quotes to the responsible offeror whose quote conforming to the RFQ will be most advantageous to the Government, price and other factors considered. The following factors shall be used to evaluate offers:

Technical compliance with specifications (including delivery times)  
 Past Performance  
 Price

Technical Compliance with specifications, Delivery date and Past Performance when combined are more important than price.

(b) *Options*. 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. Evaluation of options shall not obligate the Government to exercise the option(s).

(c) A written notice of award or acceptance of an offer, mailed or otherwise 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.

### **TECHNICAL**

Quoter must demonstrate how their items and specifications compare to the Government's requirements listed in Section B.3 and the attached purchase description of the RFQ. Quoters will be evaluated on how well their items satisfy the Government's specifications/requirements. Preference may be given to quoters which exceed the Government's specifications/requirements. **Technical shall include the delivery time.**

### **PRICE**

The price stated in the PRICE/COST SCHEDULE (B.2) is to be inclusive of all necessary items and services required to furnish the quoted items to the Government FOB Destination. The Government will not pay any cost incurred in preparation and submission of this quote.