

Combined Synopsis/Solicitation

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; proposals are being requested and a written solicitation will not be issued.

The solicitation number **FA252123QB129** shall be used to reference any written quote provided under this request for quote.

The solicitation document and incorporated provisions and clauses are those in effect through Federal Acquisition Circular 7 September 2023.

This is 100% set-aside for Small Business.

The North American Industry Classification System (NAICS) code for this project is 813110 with a size standard of \$13,000,000.00.

The purpose of this combined synopsis and solicitation is for a non-personal service contract to provide services as the Music Director for Protestant Services and associated program will encompass the needs of the respective congregations and choirs of the Seaside Chapel on Patrick SFB and the South Patrick Chapel in the South Patrick housing area as identified by the Delta Chaplain for the PSFB Protestant Community. To plan, direct and choose music for all Protestant weekend worship services and special holy day worship services and any other worship services as requested by the Lead Protestant Chaplain or Deputy Delta Chaplain. Provide a written plan of music for the Liturgical Year, including Holy Days and special celebrations to be coordinated with the Lead Protestant Chaplain.

1. The bid schedule and contract CLIN schedule as follows:

Item No.	Description	Qty	Unit	Unit Price	Extended Price
0001	Base Year: Music Director for Protestant Services	12	Months		
1001	Option Year 1: Music Director for Protestant Services	12	Months		
2001	Option Year 2: Music Director for Protestant Services	12	Months		
3001	Option Year 3: Music Director for Protestant Services	12	Months		
4001	Option Year 4: Music Director for Protestant Services	12	Months		
5001	6 Month Option to Extend: Music Director for Protestant Services	6	Months		

Total Amount:	\$
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Attachment(s):

1. Protestant Music Director_PWS
2. Wage Determination- 22 September 2023
3. FA252123QB129 - Clauses

Place of Performance: Patrick SFB, FL 32925

Shipping Method

F.O.B. Destination shall be quoted for supplies to be delivered within the United States unless there are valid reasons to the contrary. Shipping cost should be included in the total quoted price.

NOTE TO OFFERORS: In accordance with FAR 8.402(f), an ordering activity Contracting Officer may combine open market items with General Services Administration (GSA) items; therefore, if any item is applicable to (GSA) Contract Schedule **please clearly labeled the item GSA or open market**. Include your GSA contract number for items, as well as expiration date of the contract.

*****Notice to Offeror(s)/Supplier(s): Funds are not presently available for this effort. No award will be made under this solicitation until funds are available. The Government reserves the right to cancel this solicitation, either before or after the closing date. In the event the Government cancels this solicitation, the Government has no obligation to reimburse an offeror for any costs.*****

2. FAR Provision(s) in by full text:

FAR Provision [52.212-1, Instructions to Offerors – Commercial Products and Commercial Services \(Mar 2023\)](#) applies to this acquisition and the following addendum applies:

The following words stating “offer”, “offeror”, and “proposal” are replaced with “quotation”, “vendor”, and “quote”.

(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, or 150 employees for information technology value-added resellers under NAICS code 541519, if the acquisition—

(1) The solicitation number; FA252123QB129

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

RFQ due date: 3 October 2023
RFQ due time: 2:00 P.M. EST

Email to 45CONS.PKB.email@us.af.mil

If the receipt of offers date different from SAM Contract Opportunities; SAM Contract Opportunities has precedence.

Note: .zip files are not an acceptable format for the Air Force Network and will not go through our email system.

All questions regarding this solicitation must be submitted by 12:00 P.M. EST 29 September 2023.

Estimated Delivery Time: _____

FOB (Select): _____ Destination _____ Origin

Shipping Cost included? _____ Yes _____ No

Quote expiration date: _____

(3) The name, address, and telephone number of the offeror; Complete the following:

Name:

Address:

Telephone Number:

Email Address:

UEI Number:

Cage Code:

*Number of Employees

*Total Yearly Revenue

Note: * Information required determining size of business for the NAICS referenced above

GSA # (If applicable to this acquisition)

(4) The quoter shall submit electronic technical quote that demonstrates the ability to meet requirements as specified in the RFQ.

(5) Terms of any express warranty;

(6) Price and any discount terms: The quote shall include a firm-fixed price for the scope of work in the bid schedule reference above;

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

(8) A completed copy of the representations and certifications at FAR [52.212-3](#) (see FAR [52.212-3](#)(b) for those representations and certifications that the offeror 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);

(11) If the offer 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. Offers that fail to furnish required representations or information, or reject the terms and conditions of the solicitation may be excluded from consideration; and

(12) Offerors shall provide a representation regarding use of telecommunications equipment or services by completing FAR Provision 52.204-24, Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment and submit with offer by the established due date and time.

(c) *Period for acceptance of offers.* The offeror agrees to hold the prices in its offer firm for 60 calendar days from the date specified for receipt of offers, 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 offers. 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 pre-award testing.

(e) *Multiple offers.* Offerors are encouraged to submit multiple offers presenting alternative terms and conditions, including alternative line items (provided that the alternative line items are consistent with [subpart 4.10](#) of the Federal Acquisition Regulation), or alternative commercial items for satisfying the requirements of this solicitation. Each offer submitted will be evaluated separately.

(f) Late submissions, modifications, revisions, and withdrawals of offers. This paragraph is tailored to read as follows: Offerors are responsible for submitting offers, 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 offers or revisions

are due. Offers received after the solicitation due date and time are considered late and will be handled in accordance with FAR 52.212-1(f).

(g) *Contract award (not applicable to Invitation for Bids)*. The Government intends to evaluate offers and award a contract without discussions with offerors. Therefore, the offeror's initial offer should contain the offeror's best terms from a price and technical standpoint. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary. The Government may reject any or all offers if such action is in the public interest; accept other than the lowest offer; and waive informalities and minor irregularities in offers received.

(h) *Multiple awards*. The Government may accept any item or group of items of an offer, unless the offeror qualifies the offer by specific limitations. Unless otherwise provided in the Schedule, offers may not be submitted for quantities less than those specified. The Government reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit prices offered, unless the offeror specifies otherwise in the offer.

(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 offers that exceed the micro-purchase threshold, and offers at or below the micro-purchase threshold if the solicitation requires the Contractor to be registered in the System for Award Management (SAM).) The Offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation "Unique Entity Identifier" followed by the unique entity identifier that identifies the Offeror's name and address. The Offeror 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 Offeror to establish additional SAM records for identifying alternative EFT accounts (see FAR [subpart 32.11](#)) for the same entity. If the Offeror does not have a unique entity identifier, it should contact the entity designated at www.sam.gov for unique entity identifier establishment directly to obtain one. The Offeror should indicate that it is an offeror for a Government contract when contacting the entity designated at www.sam.gov for establishing the unique entity identifier.

(k) [Reserved]

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

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

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

(3) The overall ranking of all offerors when any ranking was developed by the agency during source selection.

(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 offeror.

(6) Reasonable responses to relevant questions posed by the debriefed offeror 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)

52.212-2 Evaluation-Commercial Products and Commercial Services.

As prescribed in [12.301\(c\)](#), the Contracting Officer may insert a provision substantially as follows:

EVALUATION-COMMERCIAL PRODUCTS AND COMMERCIAL SERVICES (NOV 2021)

(a) The Government intends to award a FFP contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. Award will be made to the offer who is technically acceptable and is deemed responsible. The government reserves the right to evaluate proposals and award a contract without discussions with offerors. The following factors shall be used to evaluate offers: (i) Technical Acceptability, (ii) Price, and (iii) Past Performance.

(i) Technical acceptability: The government will evaluate quotes on the basis of whether or not the offer conformed to the submission instructions and minimum requirements identified in the solicitation to include completing 52.212-1(b)(1) thru (12)

(ii) Price: The total evaluated price will include the total price of all line items. The price will be evaluated but not scored. The price evaluation will determine whether the proposed price is complete, fair, and reasonable in relation to the solicitation requirements. Schedule price reductions are requested.

(iii) Past Performance: The government will evaluate past performance based on information obtained through Federal Awardee Performance and Integrity Information System (FAPIIS), Contractor Performance Assessment Reporting System (CPARS), and Supplier Performance Risk System (SPRS) databases or any other reasonable basis. Offerors with derogatory marks or terminations for default/cause will not be considered for award.

(b) A small business joint venture offeror must submit, with its offer, the representation required in paragraph (c) of FAR solicitation provision 52.212-3, Offeror Representations and Certifications-Commercial Products and Commercial Services, and paragraph (c) of FAR solicitation provision 52.219-1, Small Business Program Representations, in accordance with 52.204-8(d) and 52.212-3(b) for the following categories: (A) Small business; (B) Service-disabled veteran-owned small business; (C) Women-owned small business (WOSB) under the WOSB Program; (D) Economically disadvantaged women-owned small business under the WOSB Program; or (E) Historically underutilized business zone small business.

(d) *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).

(e) 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.

(End of provision)

8. DFARS Clauses in by reference

252-219-7012- Competition for Religious-Related Services (Apr 2018)

7. AFFARS Clauses in by reference

5352.201-9101- Ombudsman (Jul 2023)

5352.209-9000- Organizational Conflict of Interest Alt IV (Jul 2023)

5352.209-9001- Potential Organizational Conflict of Interest (Jul 2023)

5352.223-9001- Health and Safety on Government Installations (Jul 2023)

5352.242-9000- Contractor Access to Air Force Installations (Jul 2023)

5352.242-9001- Common Access Cards (CAC) for Contractor Personnel (Jul 2023)

The full text of these clauses and provisions may be assessed electronically at the website: <https://acquisition.gov>. **NOTE: ALL PROVISIONS WILL BE REMOVED AT TIME OF AWARD BUT SHALL REMAIN PART OF THE CONTRACT FILE.**

Note: The vendor acknowledges that should the quote or proposal's terms and conditions and/or agreement conflict with mandatory provisions of the Federal Acquisition Regulation (FAR) and other Federal law applicable to commercial acquisitions, to the extent of such conflict the FAR and Federal law govern and conflicting vendor terms and conditions and/or agreement are unenforceable and are not considered incorporated into any resultant contract.

Approved by the Contracting Officer _____