

ATTACHMENT 5

52.212-1 Instructions to Offerors—Commercial Products and Commercial Services. (Mar 2023)

*** THIS SECTION IS FOR SOLICITATION PURPOSES ONLY. THIS SECTION WILL BE PHYSICALLY REMOVED FROM THE RESULTANT AWARD. ***

1. Addendum to 52.212-1(a), NAICS code and small business size standard. The NAICS code is 333415 and size standard is 1,250 Employees for this requirement.
2. Addendum to 52.212-1(c), Period for Acceptance of Offers. This paragraph is tailored as follows: “The offeror agrees to hold the prices in its offer firm for 30 calendar days from the date specified for receipt of offers.”
3. Submit offers electronically via email. The title of the documents shall include the Solicitation number and the offeror’s CAGE code.
(i.e. “Solicitation Number: Cover Page Cage #”). Submit offers to the following email addresses: TSgt Paul McLean, paul.mclean@us.af.mil and Stephanie M. Aiken stephanie.aiken@us.af.mil. Offerors shall submit offers, allowing sufficient time for the upload to be completed by the offer submission closing date and time.

3.1. Only electronic versions of offers will be accepted. Paper copies of offers will be rejected and not considered for award.

4. The following instructions prescribe the format for offers, and describes the approach to be used for the development and presentation of offer data. The offer shall include all of the information requested in the specified instructions. Failure to include all information requested may adversely affect the evaluation and may result in a determination that the offer is unawardable.

4.1. Offers shall be complete and be organized into the following three (3) separate parts:

- a. PART I: Cover Sheet
- b. PART II: SF 1449
- c. PART III: Technical Capability Documentation

4.2. The content of each part is described below:

a. PART I: Cover Sheet

1. Complete each fill in of the Cover Sheet with your company info.

b. PART II: SF 1449

1. Complete the SF 1449 CLIN 0001 and fill-in 52.213-3

(Addendum) Annual Representations and Certifications statement and any other required fill-ins.

c. PART III: Technical Capability Documentation: Limited to 6 Page(s)

1. Your submitted documentation will be evaluated against the Technical Factors as defined in Addendum 52.212-2.

a. Technical Proposal

5. Questions shall be emailed to the Contract Specialist, TSgt Paul McLean, paul.mclean@us.af.mil, by Friday, 28 July 2023 at 11:00 am Central Daylight Time (CDT.)

6. Offerors are required to meet all solicitation requirements, including terms and conditions, representations and certifications, and technical requirements, in addition to those identified as evaluation factors; failure to meet a requirement of the solicitation may be excluded from consideration. Offerors must clearly identify any exception to the solicitation terms and conditions and provide complete accompanying rationale; and

7. Documents submitted in response to this solicitation must be fully responsive to and consistent with:

7.1. Requirements of this solicitation, Government standards and regulations;

7.2. Evaluation Factors for Award;

7.3. Format for all offer Parts:

7.3.1. Offers shall be submitted in pdf. format.

7.3.2. Offer font shall be Times New Roman and no smaller than 12 font size.

8. Addendum to 52.212-1(e), Multiple offers, this paragraph is deleted for this solicitation and marked "reserved".

9. Addendum to 52.212-1(f)(1), Late submissions, modifications, and withdrawals of offers. This subparagraph is tailored as follows: "Offerors are responsible for submitting offers via email and confirming receipt by solicitation due date and time." Please refer to paragraph 3 above for information and instructions.

10. Only electronic versions of offers will be accepted.

11. Addendum to 52.212-1(j), Unique Entity Identifier - This paragraph is expanded to include the following statement: "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."
12. All of the time and date references for receipt of offers in this addendum shall be superseded by any subsequent solicitation amendments that extend the time and date for receipt of offers.
(End of Addendum)

**ADDENDUM TO FAR 52.212-3 – OFFEROR REPRESENTATIONS AND
CERTIFICATIONS – COMMERCIAL PRODUCTS AND COMMERCIAL SERVICES
(DEC 2022)**

1. *Annual Representations and Certifications.* Any changes provided by the offeror in paragraph (b) (2) of this provision do not automatically change the representations and certifications posted on SAM website (sam.gov).
2. The offeror has completed the annual representations and certifications electronically via the SAM website accessed through <http://www.sam.gov>. After reviewing the SAM database information, the offeror verifies by submission of this offer that the representation and certifications currently posted electronically at FAR 52.212-3, Offeror Representations and Certifications-Commercial Products and Commercial Services, have been entered or updated in the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard(s) applicable to the NAICS code(s) referenced for this solicitation), at the time this offer is submitted and are incorporated in this offer by reference (see FAR 4.1201), except for paragraphs_. *[Offeror to identify the applicable paragraphs at (c) through (v) of this provision that the offeror has completed for the purposes of this solicitation only, if any. These amended representation(s) and/or certification(s) are also incorporated in this offer and are current, accurate, and complete as of the date of this offer. Any changes provided by the offeror are applicable to this solicitation only, and do not result in an update to the representations and certifications posted electronically on SAM.]*