

## **52.212-1 Addendum Instructions to Offerors**

### **TECHNICAL**

**Subfactor One – Experience:** Quote shall demonstrate offeror's minimum experience of five years, within the last five years, servicing experience in providing management, labor, tools, parts, materials, travel and equipment necessary to perform inspections, maintenance, calibrations and repairs of two (2) Hewlet Packard (HP) manufactured PageWide XL 4600 printers (RS312G#BCB) to original manufacturer specification operational functionality (SOW 2.). Quote shall provide point of contact (POC), phone numbers, and contract numbers if referencing Government contracts, identifying their experience.

**Subfactor Two – Turnaround Time:** Quote shall describe offeror's approach to complete the maintenance service response having a technician on site within 3 access to work area working days as described in section 3.3.5. (SOW section 3.2.5).

**Subfactor Three – Qualifications and Equipment:** Quote shall describe contractor qualifications as follows:

- a. **Certifications:** Quote shall provide copy of technician employees Certifications showing they are fully certified HP-authorized technicians and facility certifications showing they have/are a Certified HP manufactured parts carrier. (SOW 3.3.4).
- b. **Qualification of Personnel:** Quote shall provide the number of employees that will work on this effort should the offeror be awarded a contract, and Contractor provided training documentation and certification(s) that identify their employee's abilities to perform maintenance services for PageWide XL 4600 printers (SOW 3.3.1, 3.3.2, 3.3.3).

## **52.212-2 Addendum**

### **Evaluation Factors for Award**

#### **EVALUATION CRITERIA**

Quotes shall be evaluated based on Lowest Price Technically Acceptable criteria. All offerors will be evaluated on the pricing proposed as outlined below. The technical factors/subfactors will be evaluated and found either technically acceptable or technically unacceptable. If any subfactor is found to be technically unacceptable the entire Quote will be considered technically unacceptable. Only the two lowest priced quotes will be evaluated for technical acceptability. The next lowest priced offeror will only be evaluated if either of the aforementioned offers are found technically unacceptable (and so on).

#### **TECHNICAL**

**Subfactor One – Experience:** This subfactor will be found acceptable when the offereor's Quote sufficiently demonstrates offeror has a minimum of five years of experience, within the last five years, of servicing experience in providing management, labor, tools, parts, materials, travel and equipment necessary to perform inspections, maintenance, calibrations and repairs of two (2) HP manufactured PageWide XL 4600 Printers (RS312G#BCB) to original manufacturer specification operational functionality (SOW 2.). Offeror shall include the POC, phone numbers, and contract numbers if referencing Government contracts, identifying their experience.

**Subfactor Two – Turnaround Time:** This subfactor will be found acceptable when the offereor's Quote provides a methodology that clearly demonstrates how the offeror will complete response time of having a technician on site within 1 week of receiving notice by GCR (SOW paragraph 3.2.5).

**Subfactor Three – Qualifications and Equipment:** This subfactor will be found acceptable when the offeror's Quote provides copies of the following:

- a. **Certifications:** Copies of certification numbers and expiration date that allow the Government to validate the offeror's technician employees are fully certified HP-authorized technicians and facility certifications showing they have/are a Certified HP manufactured parts carrier. (SOW 3.3.4).
- b. **Qualification of Personnel:** The experience, training and certifications of offeror's employees that will provide maintenance services for the contract that clearly demonstrates how compliance with employee's abilities to perform maintenance services for PageWide XL 4600 Printers (SOW 3.3.1, 3.3.2, 3.3.3) will be achieved.