

**Attachment 2**  
**RFQ #VA101-12-Q-0058**

**Evaluation:** Offerors are cautioned to follow the detailed instructions fully and carefully. The proposal shall consist of the following information which is divided into two parts: Technical Approach Proposal and Price Proposal. The Offeror shall submit the proposal electronically with the two parts clearly labeled.

The Technical Approach proposal shall include information concerning the offeror's (1) Past Performance, (2) Technical Capability/Experience and (3) Socio-Economic Status/Usage. Past Performance is slightly more important than Technical Capability which is significantly more important than Socio-Economic Status/Usage.

**Factor I: Past Performance**

The offeror shall provide proof of a satisfactory record of performance, integrity and business ethics. The Offeror shall identify three (3) contracts/tasks orders with the Federal Government and /or commercial customers that demonstrate recent and relevant past performance. Recent is defined as within the last three years. Relevant is defined as work similar in complexity and magnitude of the work described in the Performance Work Statement. Include the following information: Project Title, Description of the project, Contract number, Contract amount, and Government Agency/Organization and Point of Contract, Phone Number and Email Address. If an Offeror has no experience, the experience is ambiguous, or the Government cannot reach the reference, the Offeror will be given a Neutral rating.

The Government may also consider information obtained through other sources. Past Performance information will be utilized to determine the quality of the contractor's past performance as it relates to the probability of success of the required effort.

**Factor II: Technical Capability/Experience:** The offeror must demonstrate its experience, ability and processes to:

- Prepare blind quality control materials to include negatives and positives selected from the drugs marijuana, cocaine, opiates, amphetamines and phencyclidine.
- Prepare blind samples to include adulterated and substituted samples
- Bottle the blind sample in 60-70 mL specimen material.
- Certify blind specimens for content by immunoassays and Gas Chromatography/Mass Spectrometry by at least two Department of Health & Human Services (DHHS) certified laboratories.
- Ensure the composition and drug concentration of positive samples are in compliance with the general guidelines for blind QC specimens in the DHHS workplace drug testing guidelines.
- Provide detailed instructions with blind samples sent to each site on handling, repackaging, and shipping to the VA primary testing laboratory.

- Ability to evaluate test results and provide monthly reports of the data analysis and Certificates of Analysis for each blind specimen submitted. Provide quarterly reports outlining which sites received specimens and which sites reported results.
- Provide complete security of VA information, reports and specimens.
- Registered with the Food and Drug Administration
- Certified by DHHS for performing workplace drug testing
- Registered by the Drug Enforcement Agency as a manufacturer and analytical laboratory.
- Certified by the College of American Pathologists.

**Factor III: Socio-Economic Status/Usage:** In accordance with VAAR 852.215-70, offerors' proposed use of eligible service disabled veteran-owned small businesses and veteran-owned small businesses as the prime contractor or subcontractors shall be evaluated. The Offeror must state the name of the VOSB or SDVOSB, describe the proposed subcontracts and include approximate dollar values. VOSB or SDVOSB must be registered in VetBiz.gov Vendor Information Pages.

**Factor IV: Price Evaluation:** Offerors shall complete the Schedule of Prices, in accordance with Attachment 1 and submit it as its Price Proposal. Technical Factors are more important than price. The Offeror's firm fixed prices will be evaluated for price reasonableness. Offerors are cautioned that the award may not necessarily be made to the lowest price offered. This is not a lowest-price, technically acceptable acquisition. If two or more proposals are ranked equally after the evaluation, price may be used as a determining factor at the Government's discretion.

**Basis for Award:**

**52.212-2 Evaluation—Commercial Items (JAN 1999)**

(a) The Government will award a 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. The following factors shall be used to evaluate offers:

(1) Past Performance, (2) Technical Capability (3) Socio-Economic Status/Usage and (4) 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.