FedBizOpps

**Combined Synopsis/Solicitation Notice**

**\***

**\***

**\***

**\***

**\***

**\***

**\***

**CLASSIFICATION CODE**

**SUBJECT**

**CONTRACTING OFFICE'S**

**ZIP-CODE**

**SOLICITATION NUMBER**

**RESPONSE DATE (MM-DD-YYYY)**

**ARCHIVE**

**DAYS AFTER THE RESPONSE DATE**

**RECOVERY ACT FUNDS**

**SET-ASIDE**

**NAICS CODE**

**CONTRACTING OFFICE**

**ADDRESS**

**POINT OF CONTACT**

(POC Information Automatically Filled from

User Profile Unless Entered)

**DESCRIPTION**

**\***

**See Attachment**

**AGENCY'S URL**

**URL DESCRIPTION**

**AGENCY CONTACT'S EMAIL**

**ADDRESS**

**EMAIL DESCRIPTION**

**ADDRESS**

**POSTAL CODE**

**COUNTRY**

**ADDITIONAL INFORMATION**

**GENERAL INFORMATION**

**PLACE OF PERFORMANCE**

**\* = Required Field**

FedBizOpps Combined Synopsis/Solicitation Notice

Rev. March 2010

W

Multi-Functional Device Lease & Maintenance/Repairs

Los Angeles RO

20006

36C10E19Q0161

05-15-2019

30

N

14

532420

Department of Veterans Affairs

Veterans Benefits Administration

Office of Acquisition

1800 G. Street N.W.

Washington DC 20006

Edward Bradford

254-299-9807

Edward.Bradford@va.gov

Department of Veterans Affairs

Veterans Benefits Administration

Los Angeles Regional Office

11000 Wilshire Blvd

Los Angeles, CA

90024

USA

Edward.Bradford@va.gov

Contracting Officer

**COMBINED SYNOPSIS SOLICITATION NOTICE**

1. This is a combined synopsis/solicitation for commercial items prepared in accordance with the format in [Subpart 12.6](//FSPIH_NT/regs%24/Working/far_doc/FAR12.DOC#s126), as supplemented with additional information included in this notice. This announcement constitutes the only solicitation; quotes are being requested and a written solicitation will not be issued. The government anticipates a single (all or none), firm‐fixed‐price award. A quotation is not an offer and, consequently, cannot be accepted by the Government to form a binding contract. Therefore, issuance by the Government of an order in response to a supplier’s quotation does not establish a contract. The order is an offer by the Government to the supplier to buy certain supplies or services upon specified terms and conditions. A contract is established when the supplier accepts the offer.
2. 36C10E19Q0161 the Combined Synopsis Solicitation is issued as a request for quotation (RFQ).
3. The solicitation incorporates provisions and clauses in effect through Federal Acquisition Circular 2019-01.
4. The combined synopsis/solicitation is set aside for **Service Disabled Veteran Own Small Business** concerns only. Only quotes submitted by Service Disabled Veteran Own Small Business will be accepted by the Government. Any quote that is submitted by a contractor that is not a Service Disabled Veteran Own Small Business will not be considered for award. Note that only VA verified SDVOSBs in the VIP database at the time of contract award will be considered for award and non‐VIP verified firms will be considered non‐responsive and ineligible for award. The applicable NAIC Code for this solicitation is 532420 Office Machinery and Equipment Rental and Leasing and the Small Business Size limitation is $32.5 Million.
5. The contractor shall provide a 60-month operating lease via a flat-rate plan for 14 copy machines which includes consumable supplies (except paper), full-service maintenance services and repair parts per the attached Statement of Work.

CLIN 0001: Provide Copier Lease, Maintenance Services, and Supplies per the attached Statement of Work. Base Year: 08-14-2019 to 08-13-2020

**Unit Price\_\_\_\_\_\_\_\_\_\_\_ ; Quantity: 12; Unit of Issue: Month; Extended Price \_\_\_\_\_\_\_\_\_\_\_\_**

CLIN 1001: Provide Copier Lease, Maintenance Services, and Supplies per the attached Statement of Work. Option Year 1: 08-14-2020 to 08-13-2021

**Unit Price\_\_\_\_\_\_\_\_\_\_\_ ; Quantity: 12; Unit of Issue: Month; Extended Price \_\_\_\_\_\_\_\_\_\_\_\_**

CLIN 2001: Provide Copier Lease, Maintenance Services, and Supplies per the attached Statement of Work. Option Year 2: 08-14-2021 to 08-13-2022

**Unit Price\_\_\_\_\_\_\_\_\_\_\_ ; Quantity: 12; Unit of Issue: Month; Extended Price \_\_\_\_\_\_\_\_\_\_\_\_**

CLIN 3001: Provide Copier Lease, Maintenance Services, and Supplies per the attached Statement of Work. Option Year 3: 08-14-2022 to 08-13-2023

**Unit Price\_\_\_\_\_\_\_\_\_\_\_ ; Quantity: 12; Unit of Issue: Month; Extended Price \_\_\_\_\_\_\_\_\_\_\_\_**

CLIN 4001: Provide Copier Lease, Maintenance Services, and Supplies per the attached Statement of Work. Option Year 4: 08-14-2023 to 08-13-2024

**Unit Price\_\_\_\_\_\_\_\_\_\_\_ ; Quantity: 12; Unit of Issue: Month; Extended Price \_\_\_\_\_\_\_\_\_\_\_\_**

**Total Price \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Description of Requirement

The Department of Veterans Affairs, Veterans Benefits Administration, Los Angeles Regional Office has a requirement for a 60-month operating lease via a flat-rate plan for 14 copy machines. The contractor shall provide the required copier equipment, including accessories, attachments, copy-control devices and systems, all consumable supplies (except copying paper), and full-service maintenance services to include repair parts. The VA intends to make a single (all or none), firm-fixed‐price award. Ownership of the asset/copiers remains with the prospective contractor. SEE ATTACHED STATEMENT OF WORK.

1. Period of Performance: Base Year: August 14, 2019 to August 13, 2020 with four option years.

FOB Destination Point: Los Angeles Regional Office, 11000 Wilshire Blvd, Los Angeles, CA 90024.

1. FAR 52.212-1, Instructions to Offerors – Commercial Items, applies to this solicitation. The following provisions and clauses are added as addenda:

52.252-1 Solicitation Provisions Incorporated By Reference (FEB 1998)

 <http://www.acquisition.gov/far/index.html> (FAR) and

 <http://www.va.gov/oal/library/vaar/index.asp> (VAAR)

 52.204-7 System for Award Management (OCT 2018)

 52.204-16 Commercial and Government Entity Code Reporting (JUL 2016)

 52.204-17 Ownership or Control of Offeror (NOV 2014)

 52.204-20 Predecessor of Offeror (APR 2016)

 52.211-6 Brand Name or Equal (AUG 1999)

 52.217-5 Evaluation of Options (JUL 1990)

 52.222‐48 Exemption from Application of the Service Contract Labor Standards to Contracts for

 Maintenance, Calibration, or Repair of Certain Equipment‐Certification (MAY 2014)

1. Offers will be evaluated as follows:

* 1. **Criteria:** The Government will evaluate quotes submitted in response to this solicitation based on a consideration of the following factors: Price, Specifications, Experience/Qualifications, and Past Performance. Included with each Contractor’s quote, the Contractor is to provide a written statement limited to two pages or less demonstrating how the Contractor has the required Experience/Qualifications needed to successfully perform this requirement.
	2. **Price:** Price will be evaluated to determine if it is fair and reasonable.
	3. **Specifications:** Contractor shall provide a list of all proposed equipment with description, model numbers, specifications, quantities, unit and extended price. The salient physical, functional, and performance characteristics of products needed are specified within the Statement of Work.
	4. **Experience/Qualifications:** The basis of evaluation under this factor will be focused on the firm’s experience in performing contracts and /or task orders of similar size, scope and complexity to the work being solicited within the SOW. The quote shall contain information from a minimum of one contract where similar copier lease and maintenance services were successfully provided. Only quotes that demonstrate relevant experience with providing similar copier lease and maintenance services will be eligible for award. Government and commercial sources will be accepted. The Contractor must be a manufacturer authorized service provider who regularly engages in the furnishing, installing and maintaining copiers. The Contractor must maintain a suitably staffed and equipped service organization and must regularly offer maintenance services for copiers. At the request of the Government, the Contractor shall demonstrate to the satisfaction of the Government that the Contractor is a manufacturer authorized services provider and can purchase repair parts directly from the manufacturer.
	5. **Past Performance.** The Contractor shall provide at least one reference that corresponds with the relevant experience provided and demonstrates an acceptable past performance record. The Government reserves the right to consider sources other than just those submitted by the by the Contractor in response to questionnaires in evaluating past performance.
	6. **Basis for Award:** The Government shall make award to the quote that is found to be the lowest priced and comes closest to meeting the Government’s stated specifications, experience/qualifications and past performance requirements based upon the stated considerations above.
1. FAR 52.212-3, Offeror Representations and Certifications – Commercial Items applies to this solicitation. The offeror must have completed the annual representations and certifications electronically via the SAM website access through http://www.acquisition.gov. After reviewing the SAM database information, the offeror verifies by submission of this offer that the representations and certifications currently posted electronically at FAR 52.212-3, Offeror Representations and Certifications—Commercial Items, have been entered or updated in the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard applicable to the NAICS code referenced for this solicitation), as of the date of this offer and are incorporated in this offer by reference (see FAR 4.1201), except for paragraphs \_\_\_\_\_\_\_\_\_\_\_\_.
2. FAR 52.212-4, Contract Terms and Conditions – Commercial Items applies to this solicitation. The following FAR and VAAR provisions and clauses are added as addenda:

 52.252-2 Clauses Incorporated by Reference (FEB 1998)

 (FAR) <http://www.acquisition.gov/far/index.html>

 (VAAR) <http://www.va.gov/oal/library/vaar/index.asp>

52.204-13 System for Award Management Maintenance (OCT 2018)

52.204-18 Commercial and Government Entity Code Maintenance (JUL 2016)

52.232-18 Availability of Funds (APR 1984)

52.232-40 Providing Accelerated Payments to Small Business Subcontractors (Dec 2013)

52.233-1 Disputes (MAY 2014)

52.252-6 Authorized Deviations in Clauses.

52.217-8 Option to Extend Services (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 10 days. (End of Clause)

52.217-9 Option to Extend the Term of the Contract (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 10 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 10 days before the contract expires. The preliminary notice does not commit the Government to an extension. (b) If the Government exercises this option, the extended contract shall be considered to include this option clause. (c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed Five (5) years and six months. (End of Clause)

VAAR 852.203-70 Commercial Advertising (JAN 2008)

VAAR 852.219-10 VA Notice of Total Service-Disabled Veteran-Owned Small Business Set-Aside (JUL 2016)

 (DEVIATION)

VAAR 852.219-74 Limitations on Subcontracting – Monitoring and Compliance (JUL 2018)

VAAR 852.232-72 Electronic Submission of Payment Requests (Nov 2012)

VAAR 852.237-70 Contractor Responsibilities (APR 1984)

1. 52.212-5, Terms and Conditions Required to Implement Executive Orders – Commercial Items, applies to this solicitation. The following provisions and clauses are selected as appropriate to this solicitation:

Paragraph “b” applicable clauses:

(4) 52.204-10 Reporting Executive Compensation & First-Tier Subcontract Awards (OCT 2016)

(8) 52.209-6 Protecting the Government’s Interest When Subcontracting with Contractors Debarred,

 Suspended, or Proposed for Debarment (OCT 2015)

(16) 52.219‐8 Utilization of Small Business Concerns (OCT 2014)

(22) 52.219-28 Post-Award Small Business Program Representation (Jul 2013)

(25) 52.222-3 Convict Labor (June 2003)

(27) 52.222-21 Prohibition of Segregated Facilities (FEB 1999)

(28) 52.222-26 Equal Opportunity (MAR 2007)

(30) 52.222-36 Equal Opportunity for Workers with Disabilities (JUL 2014)

(33) 52.222-50 Combating Trafficking in Persons (MAR 2015)

(38) 52.223-13 Acquisition of EPEAT Registered Imaging Equipment (JUN 2014)

(40) 52.223-15 Energy Efficiency in Energy-Consuming Products (DEC 2007)

(42) 52.223-18 Encouraging Contractor Policies to Ban Text Messaging While Driving (AUG 2011)

(49) 52.225-13 Restrictions on Certain Foreign Purchases (JUN 2008)

(56) 52.232-34 Payment by Electronic Funds Transfer—Other Than System for Award Management (Jul

 2013)

Paragraph “c” applicable clauses:

(6) 52.222-51 Exemption from Application of the Service Contract Labor Standards to Contracts for

 Maintenance, Calibration, or Repair of Certain Equipment – Requirements (MAY 2014)

1. N/A
2. N/A
3. Quotes are due no later than May 15, 2019 by 6:00 PM Central Standard Time. The vendor must be active in SAM and verified as a SDVOSB in Vetbiz.gov to receive an award. Vendor is to ensure the following information is on their written quote: Unit Price, Extended Price, Grand Total, Prompt Payment Terms, Correct Remittance Address, Cage Code, Duns Number, Tax Identification Number, Full Name and Telephone Number of Vendor's Point of Contact. Included with each quote, the Offeror is to provide the following:
4. Completed above solicitation’s section v, CLINS 0001-4001 with unit, extended and total price.
5. A written statement limited to two pages or less demonstrating the offeror has the required Experience and Qualifications.
6. A list of all proposed equipment with description, model numbers, specifications, quantities, unit and extended price.
7. One completed Past Performance Questionnaire.
8. As part of its offer, any offeror who will perform services under the resultant contract utilizing subcontractors shall provide in their bid the name, address, contact information, business type (i.e., small business, woman owned business, service-disabled veteran owned business, etc), and percentage of amount paid by the government to it that the offeror anticipates paying to said subcontractor in the performance of this contract.

Failure to provide any of this information or providing inadequate or unclear information will result in the quote being rated unsatisfactory and ineligible for award. **Quotes shall be submitted electronically to email address Edward.Bradford@va.gov. The maximum size of each email cannot exceed 5 MB. Note that emails that contain compressed files such as Zip files will be rejected by the government server. Only written quotes shall be acceptable and must be received and identified by solicitation #36C10E19Q0161. Vendors bear the burden of ensuring that quotes, and any applicable amendments, are emailed on time. All pages of the quote must be emailed before the deadline specified in this solicitation.**

1. For additional information, please contact the Contracting Officer, Edward Bradford by e-mail at Edward.Bradford@va.gov

See attached document: Statement of Work.

See attached document: Past Performance Questionnaire.