

REVISED PROVISIONS IN FULL TEXT

[FAR 52.212-1 ADDENDA](#)

**FAR provision 52.212-1, Instructions to Offers- Commercial Items is hereby tailored as follows:
(Incorporated by reference on SF 1449)**

The following paragraphs are added for FAR Provision 52.212-1.

(m) Please acknowledge whether your firm is a SMALL BUSINESS, VETERAN-OWNED SMALL BUSINESS (VOSB), SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS (SDVOSB), HUBZONE SMALL BUSINESS, SMALL DISADVANTAGED BUSINESS, AND WOMEN-OWNED SMALL BUSINESS CONCERNS OR AN 8(A) PARTICIPANT in block 17a on the first page of the SF1449/Solicitation. To Qualify as a SDVOSB and VOSB, the firm must be listed on the Veteran Information pages. (<https://www.vip.vetbiz.va.gov/>)

(n) Information about current or previous vendors providing this/these or similar services such as; Contract Information, Vendor Name, Contract Number, Pricing, etc. **WILL NOT** be provided to potential bidding vendors

(o) Review Statement of Work and Other Attachments, (if applicable), for DETAILED INFORMATION.

(p) Per the solicitation, your firm should complete the solicitation documents or comply with (FAR 52.212-1 Instructions to Offerors- Commercial Items, paragraph (b) and email completed document back to this office to Margaret.yeaton@va.gov by due date indicated to be considered for award.

(q) Vendor needs to complete and return the following documents:

(1) SF 1449

- Block 12 Discount terms (if applicable)
- Section 17a – Vendor Information to include phone and DUNS numbers. (Disregard code or facility code blocks)
- Section 26 - Total Amount of Bid/Offer
- Section 30a-c – Vendor name, signature and date

(2) **Acknowledge any amendments issued:** Complete each amendment, SF 30, or complete the acknowledgement of amendments block in the solicitation.

(3) **Technically Capability:** The contractor shall submit documentation to show proof of experience and /or license to demonstrate the contractor has at least two (2) years experience as a complimentary and Alternative Medical Provider. The below listed items should be provided:

- 1) Number of years' experience performing the type of services

2) The names, addresses and telephone numbers of three (3) organizations/individuals for whom the same or similar services have been furnished.

3) License/Certification: The contractor needs to submit a certification and/or license for complimentary and Alternate Medical Provider

4) The name (s), addresses, and the resume(s) for the individual(s) located in the local area who will be performing the actual services at the Tuskegee location to meet the T'ai Chi, Yoga and Massage Therapy disciplines specified.

5) A plan or detail how the contractor plans to provide the 21 sessions with proposed personnel to meet the contract requirements, particularly if personnel are located outside the local commuting area

(4) **Complete and return Section B. (Cost/Price Schedule).** Prices must include all associated fees such as; Shipping, Delivery, Administration and delivery if required. See Statement of Work and other attachments for more detail if included.

Unit Price – Unit Price for each separate line item

Amount – Quantity multiplied by Unit price by each separate line item

Grand Total – Total aggregate amount of all line items

SAMPLE: How to complete Section B.3 – The Price/Cost Schedule below:

B.3 PRICE/COST SCHEDULE

Item Information

Item

<u>No.</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
1	Widget A	1.00	EA	\$300.00	\$300.00
2	Widget B	2.00	EA	\$500.00	\$1,000.00
3	Installation	1.00	JB	\$400.00	\$400.00
4	Annual Service	4.00	JB	\$200.00	\$800.00
GRAND TOTAL					<u>\$2,500.</u>

The B.3 Price/Cost Schedule above is a SAMPLE ONLY

DOUBLECHECK YOUR MATH.

ADDENDUM to FAR 52.212-1 INSTRUCTIONS TO OFFERORS—COMMERCIAL ITEMS

Provisions that are incorporated by reference (by Citation Number, Title, and Date), have the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available.

The following provisions are incorporated into 52.212-1 as an addendum to this solicitation:

E.2 52.212-2 EVALUATION—COMMERCIAL ITEMS (OCT 2014)

(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:

Technically Acceptable Low offer to a Small Business

Technically Acceptability:

Offeror needs to demonstrate has the necessary experience personnel and certification/license to meet the contract requirements

The contractor needs to clearly demonstrate how they will meet the contract requirements with the proposed personnel.

Offeror need to provide documentation showing has 2 years experience as a Complimentary and Alternative Medical Provided by providing license or certification.

(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 will evaluate prices for the option under FAR [52.217-8](#) by using the last year's option prices to calculate the price for six months of effort, and adding that amount to the base and other option years to arrive at the total.* 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.

(End of Provision)

