

REQUEST FOR QUOTATION

THIS IS NOT AN ORDER!

Return RFQ Response to:
Mission Support Alliance, LLC
PO Box 650
MSIN: H1-02
RICHLAND WA 99352

RFQ Number : 00036007
Issue Date : 04/01/2014
Due Date : 04/07/2014
Due Time : 17:00
Page : 1

Please Direct Inquiries to:
BENJAMIN P. MOYERS

Title: PROCUREMENT TECH
Phone: (509) 376-7578

Vendor:
VENDOR
WRITE IN
FULL BUSINESS INFORMATION
HERE:

Authorized Signature
Vendors Signature

RFQ Type: STANDARD RFQ	Quote Duration	-		
	Payment Terms	%	Days	Net Days

Instructions This solicitation is for a reoccurring order of the below item. The vendor will be expected to make a delivery of 500 on or around the 15 of every month. Invoices will be submitted with every delivery and payment made monthly. The first delivery is due May 15th.

Fac Standard Name **Rev S/P Text** **Header Terms and Conditions - Text at End**
A001 MSA 001 S Y STANDARD INDUSTRIAL CLASSIFICATION (SIC) CODE

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Fac	Standard Name	Rev	S/P	Text	Header Terms and Conditions - Text at End
	A003 MSA	002	P	Y	SMALL BUSINESS SET-ASIDE
	A036 MSA	000	S	N	EVALUATION OF DISCOUNT
	A085 MSA	001	S	N	BASIS OF AWARD - LOWEST PRICE
	A091 MSA	000	P	Y	DELIVERY GUARANTEE
	A101 MSA	000	P	N	BUY AMERICAN ACT
	C030 MSA	000	S	Y	BASIC REQUIREMENTS AGREEMENT
	C033 MSA	000	S	N	TIME IS OF THE ESSENCE
	D006 MSA	001	S	Y	TRANSPORTATION CHARGES - F.O.B.
	D029 MSA	000	P	N	F.O.B. DESTINATION
	F005 MSA	000	S	Y	EFFECTIVE TERM
	GP-COM MSA	007	S	N	GENERAL PROVISIONS FOR COMMERCIAL ITEMS
	H016 MSA	001	S	N	PROGRESS PAYMENTS
	L016 MSA	002	P	Y	SUBCONTRACTOR ACKNOWLEDGEMENT OF ONLINE REPS AND C

Line	Quantity	UP	Item Description	Unit Price
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0001 8,500 EA **Catalog ID :** 0000662324 0

Need Date : 03/31/2014 **Destination** RICHLAND WA

Description: MYLAR WINDOW ASSEMBLY, FOR MODEL 43-93

Manufacturer : LUDLUM MEASUREMENTS
Model :
Part : 4393-149

Lead Time Days	Method of Shipment	FOB	FOB Point
_____	_____	_____	_____

Fac	Standard Name	Rev	Terms and Conditions
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A.0 Solicitation

A.1 North American Industry Classification System (NAICS) Code and Size Standard

(A01) Rev 002 3/1/2011

The Buyer has determined that North American Industry Classification System (NAICS) Code 334519 applies to this acquisition. Therefore, the size standard for determining whether an Offeror is a small business in regard to this acquisition is 500 employees or less.

If this solicitation is designated as a small business set-aside, the Offeror certifies that they are a small business by submitting a proposal or an offer to this solicitation.

A.2 Small Business Set Aside – Solicitation

(A03) Rev. 2 08/20/2013

Proposals made under this acquisition are solicited from Small Business Concerns, including; Small Disadvantaged, Small Women-Owned, Service Disabled Veteran and HUBZone Small Businesses. Any resulting Subcontract shall be performed solely by Small Businesses. Proposals received from concerns that are not Small Businesses shall not be considered for award.

Business classifications must comply with Small Business Administration guidelines.

In general:

- Small Women-Owned, Service Disabled-Veteran Owned Business and Small Disadvantaged Business may self-certify their business size.
- Small Disadvantaged Business Qualifications: A small business must be at least 51% owned and controlled by a socially and economically disadvantaged individual or individuals. African Americans, Hispanic Americans, Asian Pacific Americans, Subcontinent Asian Americans, and Native Americans are presumed to qualify. Other individuals can qualify if they show by a "[preponderance of the evidence](#)" that they are disadvantaged. All individuals must have a net worth of less than \$750,000.00, excluding the equity of the business and primary residence. Successful applicants must also meet applicable size standards for small businesses in their industry.

The following Small Business Concerns must be certified by the Small Business Administration (SBA):

- [HUBZone Small Business Qualifications](#): A firm can be found to be a qualified HUBZone concern, if:
 - It is [small](#),



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- It must be owned and controlled by at least 51% by U.S. Citizens, a Community Development Corporation, an agricultural cooperation, and/or Indian tribe,
- It is [located in an “historically underutilized business zone”](#) (HUBZone), and
- At least 35% of its employees must reside in a HUBZone.

A.3 Evaluation of Discount

(A36) Rev. 0 01/27/2010

Discounts for early payment will be considered in the evaluation of this Offer. The minimum days offered with discount that will be considered are 10.

A separate invoice shall be issued for each delivery. No invoice shall be issued prior to delivery of goods and no payment shall be made prior to receipt of goods.

Discount periods will be computed from the date of receipt of a correct invoice or receipt of merchandise, whichever is later, to the date the Buyer’s check is mailed. Discount will be taken on the full amount of the invoice unless freight and other charges are itemized.

A.4 Basis of Award – Lowest Price Technically Acceptable

(A85) Rev. 1 2/28/2013

Award may be made to the Offeror submitting the lowest evaluated price that is technically acceptable among offers that meet all requirements of the solicitation.

A.5 Delivery Guarantee

(A091) Rev.0 1/28/2010

Delivery of the items of services covered by this action is of significant importance to the Buyer. Quotations are requested to show the best guaranteed delivery schedule along with any alternatives or options which could be considered by the Buyer to improve the delivery guarantee. The offeror’s delivery guarantee and performance reliability may be used as differentiator in evaluating quotations. Time will be of the essence in any resulting award.

A.6 Buy American Act - Non Construction Subcontracts

(A101) Rev. 0 1/21/2014

It is the Buyer’s preference to purchase domestic end products in accordance with the Buy American Act (BAA) ([FAR 25](#)). Subcontractor certifies that all products supplied under this contract are domestic end products as defined in the Buy American Act, except those products of



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foreign origin which were specifically identified, evaluated, and authorized by the Buyer prior to award.

**Materials used in this Subcontract must be domestic end products as defined in [FAR 52.225-1](#) unless the Buyer, prior to award of the Subcontract, approves a request for exemption. Subcontractor requests to supply foreign materials must include adequate information for evaluation of the request as identified in [FAR 52.225-1](#).*

B.0 QA / Inspection Requirements – N/A

C.0 Description/Statement of Work

C.1 Basic Requirements Agreement

(C30) Rev. 0 1/28/2010

This request for proposal is for the purpose of establishing a basic requirements agreement for delivery of 500 each, Ludlum Measurements Part #4393-149, on or around the 15th of every month. The items herein are those that have recurring demand by the Buyer.

C.2 Time is of the Essence

(C33) Rev. 0 3/14/2011

Time is of the essence for the delivery of all materials described in this Subcontract. It is anticipated that delivery of the materials in accordance with the terms of this agreement is of significant importance to the Buyer.

D.0 Transportation Instructions

D.1 Transportation Charges – F.O.B. Destination

(D06) Rev. 1 4/17/2012

The Subcontractor shall:

1. Pack and mark the shipment to comply with Subcontract specifications; or in the absence of specifications, prepare the shipment in conformance with carrier requirements to protect the goods and to ensure assessment of the lowest applicable transportation charge;
2. Order specified carrier equipment when requested by MSA; or if not specified, order appropriate carrier equipment not in excess of capacity to accommodate shipment;



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3. Deliver the shipment in good order and condition to the carrier, and load, stow, trim, block, and/or brace carload or truckload shipment (when loaded by the Subcontractor) on or in the carrier's conveyance as required by carrier rules and regulations;
4. Be responsible for any loss and/or damage to the goods –
 - a. Occurring before delivery to the carrier;
 - b. Resulting from improper packing or marking; or
 - c. Resulting from improper loading, stowing, trimming, blocking, and/or bracing of the shipment, if loaded by the Subcontractor on or in the carrier's conveyance.
5. Prepare a bill of lading or other transportation receipt. The bill of lading shall show:
 - a. A description of the shipment in terms of the governing freight classification or tariff (or MSA rate tender) under which the lowest freight rates are applicable;
 - b. The seals affixed to the conveyance with their serial numbers or other identification;
 - c. Lengths and capacities of cars or trucks ordered and furnished;
 - d. Other pertinent information required to effect prompt delivery to the consignee, including name, delivery address, postal address, and ZIP code of consignee, routing, etc;
 - e. Special instructions or annotations requested by the ordering agency for bills of lading (e.g. "this shipment is the property of, and the freight charges paid to the carrier(s) will be reimburse by MSA"); and
 - f. The signature of the carrier's agent and the date the shipment is received by the carrier.
6. Distribute the copies of the bill of lading, or other transportation receipts, as directed by the ordering agency, and;
7. Prepay all freight charges to the extent specified in the Subcontract.

D.2 F.O.B. Destination

(D29) Rev. 0 3/14/2011

For material quoted FOB destination, it is preferred delivery be no later than the 15th of every month. It is understood that this award has FOB destination shipping terms.



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E.0 Schedule

Delivery of 500 each, Ludlum Measurements Part #4393-149, will be delivered on or around the 15th of every month.

F.0 Delivery/Performance

F.1 Effective Term

(F05) Rev. 0 1/28/2010

The term of this Subcontract shall begin on the date of award and end once a total quantity of 8,500 Mylar window assemblies have been received.

G.0 Subcontract Administration

G.1 Authorized Personnel

(G03) Rev. 0 1/28/2010

Only the following named individuals are authorized to make changes to this Subcontract or Purchase Order:

Contract Specialist, Ben Moyers

Contracts Manager, Shari Penny

H.0 Special Requirements

H.1 Progress Payments

(H16) Rev. 1 3/22/2011

Payments will be made on a monthly basis. Invoices are expected to be received for every shipment.

I.0 Terms and Conditions

The terms and conditions set forth or referenced in the body of this document by the Buyer shall apply and the Buyer objects to and shall not be bound by any additional or different terms and conditions.

I.1 General Provisions for Commercial Items

(Revision 007, October 21, 2013)



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The Buyer has designated this action as meeting the requirements for “commercial items” as defined in FAR Part 2.101 (Commercial Item (1)) and FAR Part 12.500.

<http://www.hanford.gov/pmm/page.cfm/Provisions>

J.0 List of Attachments – N/A

K.0 Signatures – N/A

L.0 Representations and Certifications

Subcontractor Acknowledgement of Federal Online Representations and Certifications

(L16) Rev. 2 9/07/2012

Mission Support Alliance, LLC (“MSA”), relies upon Subcontractor’s current representations and certifications within a Federal web-based system that centralizes and standardizes the collection, storage and viewing of many of the representations and certifications required by the Federal Acquisition Regulations. Effective August 2012, that Federal system is now System for Award Management (SAM) at www.sam.gov.

By submitting a proposal to MSA in response to this solicitation, the Subcontractor is certifying that:

1. The representation and certification information within SAM is still current;
2. All statements and explanatory documentation submitted is current and accurate;
3. Signer is authorized to represent the Subcontractor in all matters related to pricing, terms and conditions, and conduct of business;
4. Subcontractor complies with all requirements of State of Washington statutes, ordinances, rules and regulations, codes, and orders related to equal employment opportunity and operation of non-segregated facilities;
5. All Subcontractor employees who may work on MSA’s premises or on the Hanford Site are not under the influence of controlled substances, drugs or alcohol. Subcontractor agrees to testing of assigned employees under the MSA’s program for controlled substances;
6. Subcontractor’s information in the MSA’s registration system is current (no more than 12 months old); and
7. Subcontractor will update SAM on an annual basis.