Request for Proposal Number 569940

Issued by: Battelle
Battelle Boulevard,
P.O. Box 999
Richland, WA 99352-0999 USA

Ship To address: PO#: XXXXXX
Battelle for US DOE
Location to be determined by Task Order

Contracts Specialist:
Name: Elizabeth Smith
Telephone Number: 509/371-7942
Fax Number: 509-375-6617
Email: elizabeth.smith@pnnl.gov

Anticipated Freight Terms: DOM FOB-Dest. Collect

Proposal Due Date: March 16, 2020
Required Delivery Date: Advise Earliest Possible Delivery

Payment Terms: Net 30

Anticipated Contract Type: Fixed Unit Rate
Indefinite Delivery/Indefinite Quantity (IDIQ) with a Minimum of 3 Booths and a Maximum of 15 Booths

Offer
We offer to sell the items (or alternate items as specified) at the prices indicated, on the terms and conditions stated and the referenced General Provisions which will be a part of any resulting contract.

Offeror shall sign and return with the submitted response

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<tr>
<th>Firm Name</th>
<th>Telephone Number</th>
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<tr>
<th>Offer Date</th>
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<th>Name</th>
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This is a Request for Proposal for the manufacture and delivery of booths in accordance with the specification and drawings attached. An Indefinite Delivery/Indefinite Quantity (IDIQ) Agreement with a Fixed Unit Rate Schedule is anticipated. Battelle, Pacific NW Division, shall issue Task Orders identifying the booth type, quantity, and location of delivery. Pricing for each Task Order shall be in accordance with the IDIQ Contract Fixed Unit Rate. The minimum quantity ordered under this contract shall be 3 and the maximum ordered shall be 15.

Proposals should be initially submitted on the most favorable price and technical terms which can be offered because of the possibility that award will be made without discussion of proposal received.

In response to this request, a proposal with all information requested shall be provided. Proposals shall include unit prices to meet the stated requirements.

Delivery: Please advise earliest possible delivery.

The offeror’s proposal shall provide an estimated lead time for each additional booth Delivery for each location will be identified with each Task Order and will be FOB-DP/A Freight Terms
Line Items

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<tr>
<th>Item</th>
<th>Material/Description</th>
<th>Unit Price</th>
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<tr>
<td>1</td>
<td>10x24 Booth per Specification and Drawings – CBP Right Hand Booth Plan</td>
<td>A minimum of 3 Booths and a Maximum of 15 Booths (type of booth and stair option will be specified with each Task Order)</td>
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<tr>
<td>2</td>
<td>10x24 Booth per Specification and Drawings – CBP Left Hand Booth Plan</td>
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<tr>
<td>3</td>
<td>Perpendicular Booth Stairs</td>
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<tr>
<td>4</td>
<td>Right Hand Booth Stairs</td>
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Technical Specification

The attached Technical Specification outlines the requirements for this solicitation.

Additional Requirement(s)

Offerors shall note that any resulting contract shall include the following additional requirement(s):

**Controlled Unclassified Information (CUI) (cl 308 Revised - August 2018)**

Contractor agrees to properly handle all Controlled Unclassified Information (CUI) that Contractor may have access to or generate under the performance of this Contract. CUI may include 1) Applied Technology Information; 2) Unclassified-Naval Nuclear Propulsion Information (U-NNPI); 3) Official Use Only Information (OUO); 4) Personally Identifiable Information (PII); 5) Unclassified Controlled Nuclear Information (UCNI); 6) Battelle Business Sensitive Information; 7) Battelle Strictly Private Information; 8) Export Controlled Information (i.e., technology, technical data or sensitive nuclear technology); 9) other unclassified information requiring special handling, e.g., For Official Use Only (FOUO), Sensitive Security Information (SSI), Confidential Foreign Government Information Modified Handling Authorized (C/FGI-MODP) and Safeguards Information (SGI); or 10) facts, data, or knowledge for which the disclosure, loss, misuse, alteration, or destruction could adversely affect Battelle and Federal government interests.

Contractor is responsible to properly identify, mark, protect, store, and destroy any and all CUI in accordance with applicable Battelle, DOE and Federal agency policy.

**Welding/Brazing (cl QA-171 -- May 2019)**

Welded or brazed items shall be fabricated by qualified and certified personnel utilizing qualified procedures based on contract-specified nationally recognized welding or brazing codes and standards in effect on the contract date.

The Contractor or the subcontractor that the quality affecting work will be performed under shall maintain records of qualifications and procedures including welder qualification and certification documentation. Welder qualifications and certifications shall include documented evidence of continued performance of each by welding process that the welder performs under this contract.

**Pre-Work Evaluation Requirement:** Prior to performance any welding, Battelle’s Acquisition Quality Support Services must evaluate the supplier’s documentation for compliance with contractual requirements. At least 15 working days prior to performance of any welding, the Contractor shall deliver to Battelle’s Contracts Representative for review and acceptance the following documentation:

- Welding procedure specification for each applicable welding process.
- Procedure qualification record for each applicable welding process and/or reference to applicable pre-qualified procedures indicating applicable code/standard and section.
- Welder qualification records for personnel performing the welding as required by the contract, including documented evidence of continued welding performance of each welding processes performed under this contract. Personnel shall have demonstrated sufficient education, experienced, and training through documented test results or a demonstration of capabilities.
Welder logs, providing evident of continuous use of each process performed under this contract. Personnel shall have performed welding activities in the last 12 months, or as outlined in the applicable standard and must provide evidence of continuing satisfactory performance for each process.

Unless otherwise specified, Contractor shall provide all documents required by this contract to the Battelle Contracts Representative on or before the required due date for each contract deliverable. Battelle shall have the right to reject, as not in conformity with the requirements of this contract, any supplies or services for which all required reports, procedures, or certifications are not delivered.

**Contract Contents**

Each proposal submitted shall include a statement of acceptance for the following General Provisions:

- Specification titled, Prefabricated U.S. Customs and Border Protection Federal Inspection Services 10' x 24’ Booth Specification, dated 01/30/2020
- Drawings SW11086 Set, Rev 6, 8 pages, dated 01/30/2020

**Battelle Contracts Representative**

The Battelle Contracts Representative, Elizabeth Smith, is the sole point of contact for any communications or questions regarding this acquisition.

**Solicitation Provisions**

In addition to the requirements outlined herein, the Solicitation Provisions, Form A-609-SP (November 2014), available at [http://www.pnnl.gov/contracts/contractdocuments.aspx](http://www.pnnl.gov/contracts/contractdocuments.aspx) apply to this Request for Proposal.

**Submission of Proposals**

Proposals should be prepared simply and economically, and provide a straightforward, concise delineation of the information required to be furnished. Emphasis should be on completeness and clarity. Elaborate brochures or other presentations are neither required nor desired.

Each proposal submitted should include:

A. Completed Representation - Certification form found at: [http://www.pnnl.gov/contracts/contractdocuments.aspx](http://www.pnnl.gov/contracts/contractdocuments.aspx)
   - The NAICS code for section A.1 of the Representations and Certifications is 332311
   - The size standard for section A.2 is 750 Employees. (If a manufacturing NAICS code is used, a wholesale trade or retail trade business concern submitting an offer or proposal is categorized as a "nonmanufacturer" and deemed small if it has 500 or fewer employees and meets the requirements of 13 CFR 121.406)

B. A price offer with all information requested herein including the completed Certificate of Established Catalog or Market Price Form located at [http://www.pnnl.gov/contracts/contractdocuments.aspx](http://www.pnnl.gov/contracts/contractdocuments.aspx).

C. Offeror's past experience in providing services of a similar nature and magnitude; and reference information, i.e., contact data, for other firms which the offeror has performed similar services.

D. A Small Business Subcontracting Plan in accordance with the General Provision 52.219-9 (if applicable) Proposals shall be delivered to Battelle on or before **March 16, 2020** and shall be valid for a minimum of 90 days.
Proposals are preferred to be submitted via Email to elizabeth.smith@pnnl.gov with a subject line that includes the words "Proposal to RFP 569940".

**Contract Award** (cl 600 -- Aug 2012)

Battelle may evaluate proposals received in response to this solicitation without discussion (initial proposals should contain the offeror’s best price and technical terms). **Contract award, if any, will be made to the responsive, responsible offeror whose evaluated proposal provides the lowest price after satisfying all the technical requirements of this solicitation.**

Battelle may:

A. reject any or all proposals;
B. request clarification of minor irregularities, informalities or apparent clerical mistakes;
C. waive minor irregularities, informalities or apparent clerical mistakes in offers received
D. accept any item or combination of items, unless doing so is precluded by a restrictive limitation in the solicitation or the proposal;
E. award multiple contracts as a result of this solicitation;
F. reject a proposal as non-responsive if the prices proposed are materially unbalanced between line items or sub-line items. A proposal is materially unbalanced when it is based on prices significantly less than prices for some items and prices which are significantly overstated in relation to prices for other items, and if there is a reasonable doubt that the proposal will result in the lowest overall price to Battelle even though it may be the lowest evaluated proposal, or if it is so unbalanced as to be tantamount to allowing an advance payment;
G. conduct site visits to the home or field offices of offerors determined to be in the competitive range (offerors will be notified with the date and time of arrival, an outline of the duration of the visit and any assistant/information required);
H. require oral presentations from any or all offerors, determined to be in the competitive range (offerors will be notified of the time and place for such presentation);
I. request oral and/or written discussions;
J. determine a competitive range, including all proposals that are judged to have a reasonable chance of being selected for award, and negotiate with all offerors within it. (In the event a competitive range is determined, it will be based solely on Battelle’s judgment, and Best and Final Offers will be requested at the conclusion of negotiations); or
K. negotiate only with a single offeror to further reduce the price paid if, in the judgment of Battelle after a review of the technical and price offers, only one offeror has a reasonable chance of being selected for award.

Funding is fully obligated for this action. However, contract award is subject to Availability of Funds at the time of award.