Request for Proposal Number 573689

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

Ship To address:
PO#: XXXXXX
Manager, General Cargo
MEBS Global Reach, LC
14922 Bogle Dr.
Chantilly, VA 20151 United States

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

Anticipated Freight Terms: DOM FOB-Destination Prepaid

Proposal Due Date: March 20, 2020, 4:00 pm
Required Delivery Date: As Soon As Available
Payment Terms: Net 30
Anticipated Contract Type: Fixed Price

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>
<th>Fax Number</th>
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Offer Date

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<th>Email Address</th>
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Name

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Signature

This is a Request for Proposal for King Air Spare Parts. 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 quotation with all information requested shall be provided. Quotations shall include unit and total prices for meeting the stated required delivery date. If unable to meet stated date, offer best delivery date.

Line Items

<table>
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<tr>
<th>Item</th>
<th>Material/Description</th>
<th>Quantity</th>
<th>Unit of Measure</th>
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<tr>
<td>1</td>
<td>King Air Spare Parts per attached SOW</td>
<td>1.00</td>
<td>EA</td>
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Technical Specifications
The enclosed Statement of Work 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.

**Contract Contents**

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


**Performance Schedule**

Offerors shall note that any resulting contract shall include the following provision for submittal of a Performance Schedule:

"Contractor shall provide a performance schedule identifying major production milestones and deliverables to accomplish the requirements of this contract. Contractor shall provide written, electronic status reports by the 15th of each succeeding month. If at any time the Contractor has reason to believe that a production milestone or delivery date may not be met, Contractor shall immediately notify the Battelle Contracts Representative in writing, outlining the milestone or delivery date in jeopardy, the reasons, and steps the Contractor will take to recover the schedule in order to meet delivery requirements."

**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 336413
- The size standard for section A.2 is 1,250 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)

C. If this proposal is for primarily for goods submit a Technical Proposal prepared in a manner consistent with the attached Statement of Work dated January 30, 2020. The Technical Proposal shall definitively indicate compliance, paragraph by paragraph, with the requirements outlined in the Statement of Work and shall be supported by cross-referenced documentation as necessary.

In addition, the following shipping information shall be provided:
1. Origin Zip codes
2. Recommended carrier
3. Number, weight, and dimensions of each handling unit (pallet, crate, cardboard box, drum, etc).

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 20, 2020, 4:00 pm and shall be valid for a minimum of 60 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 573689". All transmittals must reference "Proposal to 573689".

**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.