

## Request for Quote (RFQ)

This is a Request for Quote (RFQ) under Federal Acquisition Regulations (FAR) 16.505 Ordering procedures under Building Maintenance & Operations (BMO) Small Business to procure Landscaping services for the General Services Administration at 2300 Main Street, Kansas City, MO, 64108.

This procurement is set-aside to Small Businesses only. The North American Industry Classification System (NAICS) code is NAICS 561730 Landscaping Services.

The Government contemplates and award of a Firm Fixed Price task order resulting from this solicitation.

Period of Performance will be a one-year base period with four one-year option periods.

The evaluation factors for this solicitation include Technical and Price. The Government reserves the right to make award to the offeror whose quote provides the best overall value to the Government.

1. Technical Evaluation: At a minimum, the quote shall address the minimum technical specifications outlined in the Statement of Work (SOW) with service specification literature demonstrating that the offeror is able to meet the Government's requirements. Technical factor encompasses experience, technical approach, corporate and human resources, quality control and past performance.
2. Price Evaluation: Offerors shall insert the unit price for each separately priced item/labor category and complete extended prices in their quote; partial quotes will not be considered. The offeror's proposed price will be evaluated based on price reasonableness in accordance with FAR Subpart 15.404-1(b).

Responses to this notice shall include:

1. A written narrative of contractor's capability to provide the requirement and/or marketing materials that identify the features of their particular enterprise;
2. Company size in relation to the applicable North American Industry Classification System code (NAICS) 561730 and socioeconomic status of the company, i.e., small business concern, 8(a) business, HubZone small business, small disadvantaged business, woman-owned small business, veteran owned small business, or service disabled veteran owned small business
3. Company name, address, and POC with contact phone number and email address
4. Commercial and Government Entity (CAGE) code
5. Data Universal Numbering System (DUNS) number

Offeror must submit Representations and Certifications in accordance with the provision at FAR 52.212-3 Offeror Representations and Certifications - Commercial Item. Responsible sources must be registered and active in the System for Award Management (SAM) database.

Quotes are due on September 30, 2017 by 4:00pm Central Time. All questions/inquiries must be submitted to the Contracting Officer via email no later than September 20, 2017 by 4:00pm Central Time.

If this solicitation is amended, all terms and conditions that are not amended remain unchanged. Offeror shall acknowledge receipt of any amendment to this solicitation by the date and time specified in the amendment(s). Failure to acknowledge an amendment by the date and time specified may result in rejection of your quote.

The Government intends to evaluate quotes and award a contract without discussions with offerors. Therefore, the offeror's initial quotes should contain the offeror's best terms from a technical and price standpoint. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary. The Government may reject any or all quotes if such action is in the public interest; accept other than the lowest quote, if the lowest quote is not technically acceptable; and waive informalities and minor irregularities in quotes received.

Offerors must give special attention to the provisions/clauses in this solicitation. The solicitation document and incorporated provisions and clauses are those in effect through FAC 2005-75. It is the offeror's responsibility to be familiar with the applicable provisions/clauses. The provisions/clauses may be accessed in full text at [www.acquisition.gov](http://www.acquisition.gov).