

ATTACHMENT F

CONTRACTOR QUOTATION CHECKLIST

PART I – Compliance with Technical Specifications

In order for the Government to comprehensively evaluate the contractor's quotes, the following information shall be required. Quotes that do not include the required information shall be considered non-compliant and shall not be further evaluated.



1) **Hardware:** Contractor shall provide a detailed list of proposed hardware to include at a minimum;

- a) Equipment model number, part number, and quantity.
- b) Manufacturer data sheet.
- c) Itemized price list. All items shall match those on the manufacturer data sheets.



2) **Calculations:** The contractor shall provide:

- a) UPS and/or battery backup.
- b) Video storage.



3) **Software:** The contractor shall provide:

- a) Name and version of software.
- b) Software data sheet.
- c) Itemized price list. All items shall match those on the manufacturer data sheets.



4) **Licensing Requirements:** The contractor shall provide:

- a) Equipment model number and/or software name requiring licensing.
- b) Licensing requirements.
- c) Itemized price list. All items shall match those on the manufacturer data sheets.



5) **List of Materials:** The contractor shall provide:

- a) Part number and quantity and/or length in feet.
- b) Itemized price list. All items shall match those on the manufacturer data sheets.

PART II – Past Performance



Past Performance Project Form (PPF) - The Contractor is allowed to submit up to a maximum of three (3) past performances from the last three (3) years. Please fill out one (1) form per each project's past performance submitted. The Contractor shall submit a total of three (3) forms, if they chose to submit the maximum allowed.

ATTACHMENT F



Past Performance Questionnaire (PPQ) - The purpose of this questionnaire is to obtain information regarding the quality of the Contractor's past performance relative to a contract, completed or in progress, at your company/agency. If the Contractor chooses to submit a Past Performance Questionnaire (Attachment D) for any of its reference contracts, the contractor shall forward the Past Performance Questionnaire to a cognizant representative of the customer organization that purchased the services from your company to provide feedback (e.g., Project Manager, Contracting Officer's Representative). **The Contractor shall instruct the customer representative to complete the questionnaire and return it, by the RFP submission due date, directly to Lynn Miller by email at lynn.e.miller@fps.dhs.gov and [Cc. westccg@fps.dhs.gov](mailto:Cc.westccg@fps.dhs.gov)** See Instructions to Offerors Section for details.

PART III – Price Submission



The offeror shall complete blocks 12, 17a, 17b, column 24 (CLIN 0001), and block 30a, 30b, and 30c of the SF 1449. The price submission on the SF 1449 shall include a total price for all requirements to include labor, supervision, material/equipment, travel, per diem, shipping/freight, training, and warranty as specified within the Statement of Work (SOW).



In addition, an itemized price listing shall be submitted that clearly identifies each item proposed. For each item proposed, the item, model, manufacturer and cost must be specified. In addition, the itemized price listing shall clearly identify prices for labor, supervision, project management, project engineering, equipment rental, travel, per diem, warranties, shipping/freight charges and any other applicable prices; these prices shall be listed individually. Pricing associated with travel and per diem shall be in accordance with FTR travel and per diem rates.

PART IV – Contract Documentation/Representations & Certifications



The Contractor will sign this document, "Attachment F – Contractor Quotation Checklist" and will submit the signed Attachment under Part IV of the Contractor's quotation.



Amendments - If amendments have been issued, the offeror shall acknowledge each amendment by any of the three (3) methods prescribed in block 11 of the amendment form (SF30); (a) By completing blocks 8, 15a, 15b, 15c and returning one (1) copy of the amendment, (b) By acknowledging receipt of this amendment on each copy of the offer submitted, (c) By separate letter which includes a reference to the solicitation and amendment numbers.



The Contractor shall complete 52.212-3 OFFEROR REPRESENTATIONS AND CERTIFICATIONS – COMMERCIAL ITEMS, per the clause instructions. 52.212-3 has been provided within the "Instructions to Offerors" section of the Request for Quotation (RFQ) package. The only exception to the Contractor filling out the attached Reps & Certs is if the Contractor is already represented and certified via SAM.gov (System of Award Management). This is solely the responsibility of the Contractor to ensure their company is properly represented and certified.

There shall be two (2) emails submissions to lynn.e.miller@fps.dhs.gov and westccg@fps.dhs.gov :



One (1) submission shall contain Part I, II, III and IV from the "Instructions to Offerors" Part 4:

ATTACHMENT F

PART I - Compliance with Technical Specifications
PART II - Past Performance
PART III - Price
PART IV - Contract Documentation/ Representations & Certifications.



The second submission shall contain only redacted PART I - Compliance with Technical Specifications with all company and personally identifiable information redacted.

***FAILURE to provide all of the requested parts, including Part I – redacted, may result in rejection of the Contractor’s quotation and shall not be further evaluated.**

*** FAILURE to adhere to the instructions contained in this Attachment and in the “Instructions to Offerors” section of the Request for Quotation (RFQ) package may result in rejection of the Contractor’s quotation and may not be further evaluated.**

Print name and title:

Murat Yildirim, Owner.

Date:

10/21/2024

Signature:

