

MONTANT NATIONAL GUARD
W9124V-10-T-3011
REQUEST FOR QUOTATION FOR 1500 CATERED MEALS & LODGING
22-24 October 2010

This is a combined synopsis/solicitation for commercial items prepared in accordance with the format in the Federal Acquisition Regulations (FAR) Subpart 12.6, as supplemented with additional information included in this notice. This announcement constitutes the only solicitation; quotes are being requested and a written solicitation will not be issued.

The NAICS code is 722320 & 721110 and the size standard is less than \$7.0 million. The incorporated provisions and clauses are those in effect through Federal Acquisition Circular 2005-26, effective 1 June 2008 & Class Deviation 2005-00001.

Offers shall propose a firm fixed price for approximately 150 catered breakfast meals to be served in support of the Family Readiness and Youth Leadership Retreat program from 22-24 October, 2010; also, 120 hotel rooms to be rented from 22-24 October 2010.

The meals (shall not exceed)150 breakfasts, a light meal to be provided on the night of 22 October for 75 individuals, and light snacks to be provided 23 & 24 October for 75 individuals ; the actual quantity of meals will be determined on an as-needed basis, and the vendor shall serve and be paid only for meals ordered and served.

Vendor shall provide 5 meeting rooms: One for 60 persons to meet, three for 30 persons to meet, and one for 15 youth to meet. Coffee and water need to be provided from 23-24 Oct in meeting rooms.

Vendor shall propose a firm fixed price PER MEAL for catered meals according to the terms and conditions of this entire solicitation.

Vendor shall provide a conference room and setting to host 75 persons from 22-24 October.

Synopsis:

1. The Montana National Guard anticipates purchasing from a single vendor, approximately (not to exceed) 150 catered breakfast meals, 450 light meals/snacks from 22-24 October 2010.
2. All the meals will be served at the vendor's facility.
3. Room rental for 60 hotel rooms on the 22nd & 23rd of October 2010, for a total of 120 rooms.
4. The quality and serving portions of the meals must be equivalent to commercially available prepared meals.
5. Vendor shall provide meeting rooms and setting to host 150 persons from 22-24 October 2010.
6. The serving times of the meals must be flexible depending on the needs of the Family Readiness and Youth Leadership Retreat.

7. The vendor will be required to provide napkins, eating utensils, paper plates, and hot and cold beverage cups.
8. The vendor shall be responsible for cleaning the serving line and everything behind the serving line, including emptying the trash.
9. The vendor shall be responsible for cleaning the serving area, including wiping down the tables and sweeping the floor.
10. The vendor shall be responsible for cleaning any heating or beverage serving appliances which may (or may not) be made available to them for their temporary use in the dining facilities.
11. The vendor is responsible for serving and portion control. Buffet style serving is preferred. Ala carte ordering is prohibited.
12. Meal pricing must include all overhead, delivery, and clean-up costs. Gratuity is prohibited.
13. Vendor will invoice meals by date and type.
14. Point of Contact (POC) will provide vendor with head count personnel and sign-in sheets for meals. Participants will sign a different sign-in sheet for each meal. POC will coordinate with vendor to adjust number of meals as necessary.
15. The anticipated award will consist of three contracts, all separately billable, representing the three units eating during this time period.

The provision of 52.212-3 Alt I, Offeror Representations and Certifications-Commercial Items (April 2002) applies to this RFQ. 52.212-3 Alt I clause needs to be completed and a signed copy of this provision shall be submitted with any offer. 52.212-2, Evaluation – Commercial Items (January 1999). The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors are considered. The following factors shall be used to evaluate offers: Price and Technical Capability. If products from offerors are found to be technically equivalent, price will be the determining factor. The following Federal Acquisition Regulation (FAR) and its supplements DFAR and AFAR provisions and clauses apply to this acquisition; 52.204-7 Central Contractor Registration APRIL 2008.

52.211-6 Brand Name or Equal AUGUST 1999.

52.212-1 Instructions to Offerors – Commercial Items JUN 2008

52.212-2 Evaluation – Commercial Items JAN 1998.

52.212-3 ALT I Offeror Representations and Certifications – Commercial Items, April 2002

52.212-4 Contract Terms and Conditions - Commercial Items, April 2002.

52.212-5 (Dev) Contract Terms and Conditions Required to Implement Statutes or Executive Orders – Commercial Items (Deviation) JUN 2008

52.219-6 Notice of Small Business Set-Aside JUN 2003

52.219-28 Post-Award Small Business Program Representation JUN 2007

52.222-21 Prohibition of Segregated Facilities FEB 1999

52.222-3 Convict Labor JUN 2003

52.222-19 Child Labor – Cooperation with Authorities and Remedies FEB 2008

52.222-21 Prohibition of Segregated Facilities FEB

52.222-26 Equal Opportunity MAR 2007

52.222-36 Affirmative Action for Workers with Disabilities JUN 1998

52.222-50 Combating Trafficking in Persons AUG 2007

52.225-13 Restrictions on Certain Foreign Purchases JUN 2008

52.232-33 Payment by Electronic Funds Transfer

52.233-3 Protest After Award Aug 1996

52.233-4 Applicable Law for Breach of Contract Claim OCT 2004

52.252-2 Clauses Incorporated by Reference FEB 1998

252.204-7004 Applicable Law for Breach of Contract Claim OCT 2004
252.211-7003 Item Identification and Valuation AUG 2008
252.212-7001 (Dev) Contract Terms and Conditions Required to Implement Statutes or Executive Orders Applicable to Defense Acquisitions of Commercial Items (Deviation) MAR 2008
252.225-7000 Buy American Act- Balance of Payments Program of Commercial Items
252.232.7010 Levies on Contract Payments DEC 2006
252.247-7023 Transportation of Supplies by Sea May 2002

Complete descriptions of the provisions and clauses referenced in this synopsis/solicitation may be viewed on the internet at <http://farsite.hill.af.mil>

Offers may be submitted by hard copy:

USPFO for Montana
Purchasing and Contracting Department, ATTN: MAJ Kelly Traynham
1956 Mt Majo Street, Post Office Box 4789
Fort Harrison, Montana 59636-4789

Or by e-mail to dan.blaine@us.army.mil

Offers must be received by 1600 on 13 September 2010

DAN NIEL BLAINE
Contract Specialist, MT ARNG