

NASA
National Aeronautics and Space Administration
Langley Research Center
Hampton, Virginia 23681-2199

SOLICITATION
NNL15541369E

REQUIREMENT: Invitation for bids (IFB) for Custodial Support Services at NASA Langley Research Center.

Offers shall comply with the terms, conditions and instructions contained in the IFB. This cover is for informational purposes only to assist offerors with the preparation of bids. The IFB takes precedence over this cover sheet. Your attention is drawn to the following areas:

1. This IFB is issued pursuant to FAR Part 14 and NASA FAR Supplement Part 1814. In submitting your bid, you must comply with the instructions detailed in the IFB.
2. This competitive procurement is limited to those small business concerns expressly certified by the Small Business Administration (SBA) in the SBA's 8(a) Program. NAICS Code 561720, Small Business Size Standard of \$18M, is applicable to this procurement.
3. NASA Langley Research Center's Geographic Information Data are not included in the IFB package posted on FedBiz OPPS and the NASA NAIS website. To obtain this data see Section L, Provision L.10.
4. Prospective bidders and/or bidders' representatives are encouraged to participate in the Pre-Bid Conference and Site Visit and apprise themselves of all conditions that will affect the performance of the work required by the IFB or reasonably implied by this IFB. Only one Pre-Bid Conference and Site Visit will be conducted. No exceptions will be given. Potential bidders should carefully examine work sites and specifications. No additions or increases to the contract will be made due to a lack of careful examination of work sites and specifications. A site visit is scheduled for July 8, 2015 at 1:00 PM. Should a change occur it will be posted to FedBiz OPPS and the NASA NAIS website in the form of an amendment to the solicitation. See Section L, FAR Clause 52.237-1 for details.
7. Please pay careful attention to the Schedule B clauses, and instructions in Section L.11 when pricing your bid. Offerors are encouraged to carefully check their proposed unit prices to ensure the total extended amounts are correct. The FFP amounts in Section B.4 will take precedence over the offeror's calculations.
8. All questions regarding this solicitation must be submitted in writing to Ola Charles (ola.a.charles@nasa.gov), Contract Specialist, not later than 5 business days prior to the date

specified for receipt of bids. Questions submitted, and responses to such questions, or any additional information deemed necessary by the Government shall be posted as an amendment to the IFB.

9. Bid/Proposal Submission Information: Submit the original and 2 hard copies of the bid/proposal on or before the date and hour shown in Block 9 of the SF 33. Bids/Proposals shall be submitted/mailed to the address shown in Block 8 of the SF 33 (face page of the solicitation) or, if hand carried, only to the specific location/address/room number listed in Block 9. Do not deliver proposals to the Contract Specialist/Contracting Officer, or any other location/address/building, and do not leave proposals unattended. Be aware that heightened and varying security requirements may preclude or delay access to the Center; however, such circumstances will not provide a basis for acceptance of a proposal that arrives at the place specified after the exact time specified.

All bids are due not later than See Standard Form 33, Block 9. See table below for further clarification.

BID PACKAGE
Completed Standard Form 33
Completed Section B
Completed Section K

Note: Directions to the Office of Procurement Bid Depository is attached (Langley Form P286). Offerors are solely responsible for obtaining advance approval to gain access to LaRC to deliver proposals to the Bid Depository.