

Posting Date: October 16, 2023

Closing Date: October 26, 2023 11:30

a.m. ET Reference Number: 24-000520

To: NCI Bid Board

From: Viviane Rivera
NCI CCR P-ARC
Viviane.rivera@nih.gov

Subject: NCI Bid Board Posting – System Health Check and Preventive Maintenance Agreement for MiSeq M05799

At the National Cancer Institute (NCI), The Surgery Branch (SB) of the National Cancer Institute is a combined laboratory and clinical research unit devoted to the development of innovative cancer immunotherapies and their translation to the treatment of patients with cancer. Efforts run the gamut from basic studies of cancer immunology to the conduct of clinical immunotherapy trials for patients with metastatic cancer. The Surgery Branch was responsible for the development of interleukin-2 (IL-2), the first effective immunotherapy in humans, the development of cell transfer immunotherapies for melanoma and other solid cancers, the first insertion of foreign genes into humans and the first development of effective human cancer immunotherapies based on the genetic engineering of autologous lymphocytes with genes encoding anti-tumor T cell receptors or chimeric antigen receptors.

The primary objective is to purchase a system health check and preventive maintenance comprehensive plan for our MiSeq desktop sequencer. Keeping this sequencer up and running is a top priority for the Surgery Branch thus purchasing a PM plan every year is critical. This sequencer sequences DNA and RNA library preps using Illumina's Flow cell kits and the service can only be performed by Illumina trained Field Application Scientists/Engineers. Having this sequencer in tip top shape will allow us to keep the data flowing for our researchers to determine the best targets to use to treat our clinical trial patients.

The National Cancer Institute plans to purchase the System Health Check and Preventive Maintenance Agreement for MiSeq M05799 to perform this work. This is not a request for competitive quotation. However, if any interested party believes it can meet the attached requirements, it may submit a statement of capabilities. The capability statement must be in writing and must contain information and material in sufficient detail to allow NCI to determine if the party can fully meet this requirement. The capability statement must be received in the contracting office by 11:30 AM on October 26, 2023, ET. A determination by the Government not to compete this requirement based upon responses to this notice is solely within the discretion of the Government. Information received will be considered solely for the purpose of determining whether to conduct a competitive procurement.

Sole Source Justification:

The Illumina is the sole source of the MiSeq service. In order to assure the SB instrument is available and in good working conditions at all times, NCI must secure a follow-on maintenance support plan for this part with Illumina Inc. Due to the nature and complexity of this part, the original manufacturer is the only vendor qualified to provide: original replacement parts, product corrective actions, and telephone technical and troubleshooting assistance. The manufacturer will replace and/or repair all defective parts on an unlimited basis. Timely repair is necessary for these busy core lab instruments. This company is the only known source for this service. No other repair service has access to the proprietary parts that Illumina uses on its instruments, or the ability to respond to a service call within 24- 48 hours, which the manufacturer will guarantee.

Attached Documents:

SF18

Statement of Work

FAR Clause 52.213-4 Simplified Acquisitions Terms and Conditions (JAN 2014) is applicable and available in full text upon request

REQUEST FOR QUOTATION (THIS IS NOT AN ORDER)		THIS RFQ <input type="checkbox"/> IS <input checked="" type="checkbox"/> IS NOT A SMALL BUSINESS SET-ASIDE	PAGE OF 1	PAGES 1
--	--	--	--------------	------------

1. REQUEST NUMBER	2. DATE ISSUED 10 13/2023	3. REQUISITION/PURCHASE REQUEST NUMBER -0005 0	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING
-------------------	------------------------------	---	--	--------

5a. ISSUED BY NIH/NCI-CCR P-ARC		6. DELIVER BY (Date) 10 3 0 3		
------------------------------------	--	----------------------------------	--	--

5b. FOR INFORMATION CALL (NO COLLECT CALLS)				
---	--	--	--	--

NAME		TELEPHONE NUMBER		
i iane i era, Purchasing Agent		AREA CODE 240	NUMBER 760-71 5	

7. DELIVERY <input checked="" type="checkbox"/> FOB DESTINATION <input type="checkbox"/> OTHER (See Schedule)		9. DESTINATION		
a. NAME OF CONSIGNEE mily SMI H 0- 5 -3				

8. TO:		b. STREET ADDRESS 9000 Rockville Pike Bldg 10 RM 3-5 0		
a. NAME	b. COMPANY			

c. STREET ADDRESS		c. CITY Bethesda		
-------------------	--	---------------------	--	--

d. CITY	e. STATE MD	f. ZIP CODE 20892	d. STATE	e. ZIP CODE
---------	----------------	----------------------	----------	-------------

10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5a ON OR BEFORE CLOSE OF BUSINESS (Date) 10 3 0 3	IMPORTANT: This is a request for information and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5a. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or service. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotation must be completed by the quoter.
---	--

11. SCHEDULE (Include applicable Federal, State and local taxes)

ITEM NUMBER (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
001	Product code 1SP-103-1005 Illumina® Product Care MiSeq® System Health Check	1	ea	0.00	\$0.00
00	Product code 001 3 MiSeq Sil er Su ort Plan	1	ea	0.00	\$ 0.00
<p>Notice of Intent: If submitting a capability statement, please e-mail only 1 copy of the technical capability statement to: i iane i era @ i iane ri era@nih.gov</p> <p>See attached statement of work.</p> <p>This will be awarded as a Firm-Fixed Price Contract</p>					

12. DISCOUNT FOR PROMPT PAYMENT	a. 10 CALENDAR DAYS (%)	b. 20 CALENDAR DAYS (%)	c. 30 CALENDAR DAYS (%)	d. CALENDAR DAYS	
				NUMBER	PERCENTAGE

NOTE: Additional provisions and representations are are not attached.

13. NAME AND ADDRESS OF QUOTER		14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15. DATE OF QUOTATION	
a. NAME OF QUOTER					

b. STREET ADDRESS		16. SIGNER			
		a. NAME (Type or print)		b. TELEPHONE	
c. COUNTY				AREA CODE	

d. CITY	e. STATE	f. ZIP CODE	c. TITLE (Type or print)	NUMBER
---------	----------	-------------	--------------------------	--------

STATEMENT OF WORK

1.0 SCOPE

The Contractor shall provide all labor, material and equipment necessary to maintain and provide a single system health check and preventive maintenance for the government owned Illumina - **MiSeq, serial number M05799**, desktop sequencers. The data generated from this piece of equipment is essential for carrying out ongoing high priority projects to identify mutated antigens recognized by patient tumor-reactive cells. The sequencers have to be maintained in an optimal working order. All maintenance services shall be performed on-site in accordance with the manufacturer's standard commercial maintenance practices

2.0 TYPE OF ORDER

This is a firm fixed-price purchase order.

3.0 SPECIAL ORDER REQUIREMENTS

3.1 PREVENTIVE MAINTENANCE

Contractor shall perform not less than one (1) preventive maintenance inspection during the contract period. Service shall be performed by a factory trained Field Service representative. Service shall consist of a thorough cleaning, calibration, adjusting, inspection, and testing of all equipment in accordance with manufacturer's latest established service procedures. All equipment shall be operationally tested through at least one (1) complete operating cycle at the end of the preventive maintenance inspection to assure optimum and efficient performance.

3.2 EMERGENCY SERVICE

Emergency repair services shall be provided on an unlimited basis during the term of this contract at no additional cost to the government. Unlimited on-site service support will be provided by an Illumina Field Service Representative Monday through Friday (excluding federal holidays). Service request must be made via Illumina's Technical Support Center via 1-800-809-4566 (Monday-Friday, 7AM-5 PM PT) or TechSupport@illumina.com. All requests for repair will be dispatched with a 72-hour guaranteed response for the MiSeq. Costs for labor and travel are included. Unlimited telephone support for the instrument will be provided by an Illumina representative at 1-800-809-4566 (Monday-Friday, 7AM-5 PM PT). Upon receipt of notice that any part of the equipment is not functioning properly, the Contractor will furnish a qualified factory-trained service representative to inspect the equipment and perform all repairs and adjustments necessary to restore the equipment to normal and efficient operating condition.

3.3 REPLACEMENT PARTS

The Contractor shall furnish all required replacement parts at no additional cost to the Government, with the exception of consumables. Parts shall be new to original equipment specifications. Parts will be delivered the earliest next day.

3.4 SOFTWARE UPDATES/SERVICE

STATEMENT OF WORK

The Contractor shall provide Software Service and updates in accordance with the manufacturer's latest established service procedures, to include telephone access to technical support for use of program software and troubleshooting of the operating systems, at no additional cost to the Government. The contractor shall receive advance approval for the installation of all software updates and revisions from the Government. Defective software shall be replaced at no additional cost to the government.

The Contractor shall provide unlimited clinical technical telephone support (24hrs/day, 7 days/week) for trouble-shooting for the instrument and clinical application support (M-F 8am-9pm), excluding Federal holidays.

3.5 SERVICE EXCLUSIONS

The Contractor shall not be responsible for any repairs necessitated by abuse, neglect, vandalism, Acts of God, fire or water. These repairs shall be the subject of a separate purchase order and shall not be performed under this contract.

3.6 PERIOD OF PERFORMANCE

The base period of performance shall be for twelve (12) months from 11/10/2023 to 11/09/2024 with single 12-month option periods.

3.7 PERSONNEL QUALIFICATIONS

Technically qualified factory-trained personnel shall perform service to Illumina MiSeq in rm 3W-3864, as covered by this contract. All primary service personnel shall have at least one backup support person with at least the same level of expertise on the equipment covered by this contract.

4.0 PLACE OF PERFORMANCE

Onsite services shall be performed at the following location:

NIH, NCI,
10 Center Dr
Building 10 CRC, rm 3W-3864
Bethesda, MD 20892

5.0 PAYMENT

Payment shall be made in quarterly payment. Payment authorization requires submission and approval of invoices to the COR and NIH OFM, in accordance with the payment provisions listed below:

The following clause is applicable to all Purchase Orders, Task or Delivery Orders, and Blanket Purchase Agreement (BPA) Calls: PROMPT PAYMENT (JUL 2013) FAR 52.232-25. Highlights of this clause and NIH implementation requirements follow:

STATEMENT OF WORK

I INVOICE REQUIREMENTS

A. An invoice is the Contractor's bill or written request for payment under the contract for supplies delivered or services performed. A proper invoice is an "Original" which must include the items listed in subdivisions 1 through 12, below, in addition to the requirements of FAR 32.9. If the invoice does not comply with these requirements, the Contractor will be notified of the defect within 7 days after the date the designated billing office received the invoice (3 days for meat, meat food products, or fish, and 5 days for perishable agricultural commodities, dairy products, edible fats or oils) with a statement of the reasons why it is not a proper invoice. (See exceptions under II., below.) Untimely notification will be taken into account in the computation of any interest penalty owed the Contractor.

1. Vendor/Contractor: Name, Address, Point of Contact for the invoice (Name, title, telephone number, e-mail and mailing address of point of contact).
2. Remit-to address (Name and complete mailing address to send payment).
3. Remittance name must match exactly with name on original order/contract. If the Remittance name differs from the Legal Business Name, then both names must appear on the invoice.
4. Invoice date.
5. Unique invoice #s for all invoices per vendor regardless of site.
6. NBS document number formats must be included for awards created in the NBS: Contract Number; Purchase Order Number; Task or Delivery Order Number and Source Award Number (e.g., Indefinite Delivery Contract number; General Services Administration number); or, BPA Call Number and BPA Parent Award Number.
7. Data Universal Numbering System (DUNS) or DUNS + 4 as registered in the Central Contractor Registration (CCR).
8. Federal Taxpayer Identification Number (TIN). In those exceptional cases where a contractor does not have a DUNS number or TIN, a Vendor Identification Number (VIN) must be referenced on the invoice. The VIN is the number that appears after the contractor's name on the face page of the award document.
9. Identify that payment is to be made using a three-way match.
10. Description of supplies/services that match the description on the award, by line billed.*
11. Freight or delivery charge must be billed as shown on the award. If it is included in the item price do not bill it separately. If identified in the award as a separate line item, it must be billed separately.
12. Quantity, Unit of Measure, Unit Price, Extended Price of supplies delivered or services performed, as applicable, and that match the line items specified in the award.*

STATEMENT OF WORK

* NOTE: If your invoice must differ from the line items on the award, please contact the Contracting Officer before submitting the invoice. A modification to the order or contract may be needed before the invoice can be submitted and paid.

- B. Shipping costs will be reimbursed only if authorized by the Contract/Purchase Order. If authorized, shipping costs must be itemized. Where shipping costs exceed \$100, the invoice must be supported by a bill of lading or a paid carrier's receipt.
- C. Mail an original and 1 copy of the itemized invoice to:

National Institutes of Health
Office of Financial Management, Commercial Accounts
2115 East Jefferson Street, Room 4B-432, MSC 8500
Bethesda, MD 20892-8500

For inquiries regarding payment call: (301) 496-6088

In order to facilitate the prompt payment of invoices, it is recommended that the vendor submit a photocopy of the invoice to the "Consignee" designated for the acquisition in blocks 6A – 6E of the face page of the Order/Award document.

II. INVOICE PAYMENT

- A. Except as indicated in paragraph B., below, the due date for making invoice payments by the designated payment office shall be the later of the following two events:
 - 1. The 30th day after the designated billing office has received a proper invoice.
 - 2. The 30th day after Government acceptance of supplies delivered or services performed.
- B. The due date for making invoice payments for meat and meat food products, perishable agricultural commodities, dairy products, and edible fats or oils, shall be in accordance with the Prompt Payment Act, as amended.

III. INTEREST PENALTIES

- A. An interest penalty shall be paid automatically, if payment is not made by the due date and the conditions listed below are met, if applicable.
 - 1. A proper invoice was received by the designated billing office.
 - 2. A receiving report or other Government documentation authorizing payment was processed and there was no disagreement over quantity, quality, or contractor compliance with a term or condition.
 - 3. In the case of a final invoice for any balance of funds due the contractor for supplies delivered or services performed, the amount was not subject to further settlement actions between the Government and the Contractor.

STATEMENT OF WORK

- B. Determination of interest and penalties due will be made in accordance with the provisions of the Prompt Payment Act, as amended, the Contract Disputes Act, and regulations issued by the Office of Management and Budget.

IV. PROVIDING ACCELERATED PAYMENT TO SMALL BUSINESS SUBCONTRACTORS, FAR 52.232-40 (DEC 2013)

- a) Upon receipt of accelerated payments from the Government, the Contractor shall make accelerated payments to its small business subcontractors under this contract, to the maximum extent practicable and prior to when such payment is otherwise required under the applicable contract or subcontract, after receipt of a proper invoice and all other required documentation from the small business subcontractor.
- b) The acceleration of payments under this clause does not provide any new rights under the prompt Payment Act.

Include the substance of this clause, include this paragraph c, in all subcontracts with small business concerns, including subcontracts with small business concerns for the acquisition of commercial items.