

REQUEST FOR QUOTATION (THIS IS NOT AN ORDER)	THIS RFQ <input checked="" type="checkbox"/> IS <input type="checkbox"/> IS NOT A SMALL BUSINESS SET-ASIDE	PAGE OF PAGES 1 2
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1. REQUEST NO. N00173-13-Q-0018	2. DATE ISSUED 11/02/2012	3. REQUISITION/PURCHASE REQUEST NO. 17-0004-13	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING
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5a. ISSUED BY Supply Officer (Code 3410) NRL Washington DC 20375-5329	6. DELIVER BY (Date) TBD
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5b. FOR INFORMATION CALL (NO COLLECT CALLS)		7. DELIVERY <input checked="" type="checkbox"/> FOB DESTINATION <input type="checkbox"/> OTHER (See Schedule)
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NAME Kimala Winfield	TELEPHONE NUMBER AREA CODE: 202 NUMBER: 767-2819	9. DESTINATION a. NAME OF CONSIGNEE Naval Research Laboratory
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8. TO: a. NAME All Quoters	b. COMPANY	b. STREET ADDRESS 4555 Overlook Ave SW
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c. STREET ADDRESS	c. CITY Washington
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d. CITY	e. STATE DC	f. ZIP CODE 20375	d. STATE DC	e. ZIP CODE 20375
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10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5a ON OR BEFORE CLOSE OF BUSINESS (Date) 11/16/2012	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.
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11. SCHEDULE (Include applicable Federal, State and local taxes)

ITEM NO. (a)	SUPPLIES/ SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
	See attached continuation sheet				

12. DISCOUNT FOR PROMPT PAYMENT	a. 10 CALENDAR DAYS (%)	b. 20 CALENDAR DAYS (%)	c. 30 CALENDAR DAYS (%)	d. CALENDAR DAYS NUMBER PERCENTAGE
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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			16. SIGNER		
b. STREET ADDRESS					
c. COUNTY			a. NAME (Type or print)		b. TELEPHONE
d. CITY			c. TITLE (Type or print)		AREA CODE
e. STATE		f. ZIP CODE	NUMBER		

STANDARD FORM 36 JULY 1966 GENERAL SERVICES ADMINISTRATION FED. PROC. REG. (41 CFR) 1-16.101		CONTINUATION SHEET		REF. NO. OF DOC. BEING CONT'D	PAGE OF
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NAME OF OFFEROR CONTRACTOR					
All Quoters					
ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	<p>1) Check the functioning of the Greenhouse: Computer Control and Irrigation Systems. The PROCOM is the main digital/analog control and sensor system located in the Tropical High Bay. The sensor provides data to the computer control system and must be checked for proper operation. Typical steps would include checking the recorded and real time data and cleaning the sensor container located in the middle of the forest if needed. Data recorded for the greenhouse includes temperature and humidity. Responsible vendor is to ensure that these are within acceptable limits. Information and control of the vents, temperature and relative humidity both indoors and outdoors, fogging regimes, cooling fans, mixing fans, UV light measurements and shading are obtainable from these sensors. Data from various locations in the greenhouse on separate temperature and humidity are obtained from the individual digital sensors dispersed in various locations in the greenhouse. All information is to be checked, recorded and reported to NRL personnel after each visit.</p> <p>2) Observation: Integrated Pest Management (IMP): A proactive monitoring approach is to be conducted for the handling of pest problems. Responsible vendor must perform a close examination of the leaves, branches and tree trunks especially under overlapping leaves to be able to catch any pest development at an early stage so as to apply appropriate measures before the pest becomes a serious problem. You are to perform all research and diagnosis to identify the pests. Once pests are identified, the appropriate beneficial are to be ordered and released as recommended. No chemical pesticides are to be used. Examination of the trees is time consuming. You must monitor and evaluate the effectiveness of the beneficials and record the data. Additionally all data, treatments and releases are to be recorded and reported after every visit.</p> <p>3) Maintenance Requirements:</p> <p>a)Pruning: This is an activity carried out to allow all trees to compete for nutrients, light, water and space needed for proper growth and development. It is a selective process. The greenhouse has been planted up with trees from many families that are characterized by different silviculture requirements. Diseased and overlapping branches are cut out to create more space and light.</p>	12	MO		

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	<p>through the canopy to the lower level trees. Pruning is done as need be and based on a consensus from the stakeholders. All pruning remains are left on the forest floor to enhance the organic matter content on the soil. Pruning is done such that the forest structure is not jeopardized.</p> <p>b) Physical Support to Plants: With increasing biomass of the trees, many are beginning to lean over significantly. You are to provide physical supports to these trees using wooden poles to keep them upright and remove the poles once these trees have re-established. This work is on an as needed basis and is to be coordinated with NRL personnel.</p> <p>c) Manual Watering: The current irrigation system in the greenhouse does not provide enough water to trees located at the periphery of the greenhouse. These trees are regularly watered manually using an extended water hose. A more permanent watering scheme will be installed in the future that will address these shortcomings.</p> <p>d) Power Washing: The concrete and glass structures of the greenhouse are to be power washed 3 times yearly to remove Algae. This includes the upper areas catwalk.</p> <p>e) Removal of Dead Leaves: Dead leaves on plants are removed during each visit to ensure they do not serve as breeding sources to pests while decaying. It is a vital activity that must be completed upon every service visit. Tree leaves in the greenhouse are always moist due to the automatic fogging that maintains 80% relative humidity.</p> <p>f) Soil Analysis and Fertilization: Soil analysis is to be completed on soil samples collected from various areas of the greenhouse to determine deficiency in any nutritive elements of the trees. Application of a slow release fertilizer (osmocote - 14-14-14), trace minerals etc will be completed based upon results of the soil samples. This is to be completed twice yearly. Soil samples need to be taken from at least a dozen locations and noted accordingly so that any problem areas can be determined and handled promptly.</p>				

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	<p>g) Containerized Plants: There are 5 containerized plants that are in the office areas and are to be maintained and guaranteed also. They need to be washed down and pruned 3 times yearly. They must be watered by hand on each visit.</p> <p>h) Identification and Knowledge: Responsible vendor must show experiance and overall knowledge of Southeast Asian plant species and varieties and be able to demonstrate greenhouse needs.</p> <p>i) Guarantee: All material in the greenhouse and freestanding plant material are to be 100% guaranteed. If for any reason the material declines or dies the responsible vendor will replace the material with the same species and variety of originally installed based upon planting plan at no charge to the Navy. No substitutions may ever be made without written approval of the stakeholders.</p> <p>5) Reporting: All collected information is to be documented in a daily log and shared with all the stakeholders to this project upon all service visits. The data is to be e-mailed to all stakeholders after each visit. All temperature, humidity, beneficial releases, monitoring and evaluation of the beneficials, functioning of the mist, vents, shading and any other issues are written up in the daily reports.</p> <p>All personnel must be US Citizens or Naturalized Citizens and provide form SF-86 to NRL Security upon execution of the contract. Personnel will be issued NRL Security badges for entrance to the facility after the required Security Background check.</p> <p>If available please include a published price list or a cost breakdown and return the RFQ package to the following fax number 202-767-1708.</p> <p>Any questions concerning this Request for Quotation (RFQ) must be e-mailed to SolQnA@nrl.navy.mil at least five (5) days before the closing date shown in block 10 on page 1 of RFQ.</p>						

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NAME OF OFFEROR CONTRACTOR					
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ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	<p>REQUEST FOR JOB SITE VISIT Date: 11/07/12 Time : 10:00 am Place: NAVAL RESEARCH LABORATORY 4555 Overlook Avenue, SW, Washington, DC 20375-5329 POINT OF CONTACT: Kimala Winfield, (202) 767-2819 Bldg. 32 Rm. 200</p> <p>Contractors are required to VISIT the JOB SITE before any quotations are accepted for the acquisition listed on the RFQ/Solicitation. PROPER ID is REQUIRED. A VALID Drivers License is sufficient. You are required to report to BLDG. 72 for a proper pass to access NRL. If a vendor representative does not attend the scheduled job site visit, they may be considered "Non-Responsive". At the end of the job site visit, each representative will be informed of the date quotation must be submitted. If quotations are not received by that date, they will be considered a "No Bid". Contact with the Enduser is strictly prohibited (other than the job site visit). Any contact may result in the bid being considered "tainted" and subsequently cancelled.</p> <p>Any questions the vendor representatives may have after the job site visit must be directed to the Contracting Officer (above) at email address SolQn@nrl.navy.mil no later than 11/13/12 at 4:00 p.m. Eastern standard Time. Any changes in the description or specifications after the job site visit will be issued to ALL vendors.</p> <p>If an emergency arises and the vendor representative cannot attend the scheduled job site visit, PLEASE call the POC at the above number by the morning of the job site visit to let her know you will not be able to attend. The contractor is required to notify the Contracting Officer by 11/06/12, 3:00 pm of intent to attend the site visit.</p> <p>Period of Performance will be determined at time of award.</p>				