REQUEST FOR QUOTATION (THIS IS NOT AN ORDER)	THIS RFQ [X] IS [ ] IS NOT A SMALL BUSINESS SET-ASIDE	PAGE 1 OF PAGES 16

1. REQUEST NO.	2. DATE ISSUED	3. REQUISITION/PURCHASE REQUEST NO.	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING
N00173-15-Q-0249	05/12/2015	78-0014-15		

5a. ISSUED BY
Supply Officer (Code 3410) NRL Washington DC 20375-5329

6. DELIVER BY (Date)
TBD

5b. FOR INFORMATION CALL (NO COLLECT CALLS)

NAME	TELEPHONE NUMBER	
	AREA CODE	NUMBER
Jean Copes	202	404-1714

7. DELIVERY
[X] FOB DESTINATION [ ] OTHER (See Schedule)

8. TO:

a. NAME	b. COMPANY
All Quoters	

c. STREET ADDRESS

d. CITY	e. STATE	f. ZIP CODE

9. DESTINATION

a. NAME OF CONSIGNEE
Naval Research Laboratory

b. STREET ADDRESS
Stennis Space Center Bldg 2406

c. CITY
Stennis Space Center

d. STATE	e. ZIP CODE
MS	39529-5004

10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5a ON OR BEFORE CLOSE OF BUSINESS (Date)
05/18/2015

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 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

NOTE: Additional provisions and representations [ ] are [ ] are not attached.

13. NAME AND ADDRESS OF QUOTER

a. NAME OF QUOTER

b. STREET ADDRESS

c. COUNTY

d. CITY	e. STATE	f. ZIP CODE

14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION

15. DATE OF QUOTATION

16. SIGNER

a. NAME (Type or print)	b. TELEPHONE AREA CODE
c. TITLE (Type or print)	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 N00173-15-Q-0249	PAGE OF 2 16

NAME OF OFFEROR CONTRACTOR

ALL QUOTERS

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	PROVIDE GENERAL MAINTENANCE WORK TO SUPPORT NAVAL RESEARCH LABORATORY, CODE 7030, STENNIS SPACE CENTER, MS 39529, FOR FACILITIES PROJECTS. LABOR 1ST SHIFT 1 WORKER X 241 DAYS = 1928 HOURS STATEMENT OF WORK OBJECTIVE: This position is for a combination General Maintenance Worker/Warehouse & Forklift Operator/Truck Driver within the Facilities Services Section of the Naval Research Lab, Stennis Space Center, MS. The position has constant contact with the Facility Manager for Facility Services to receive service calls, communicate service call status, provide service call results and prepare updates on all self-managed and inspection responsibilities. This position has daily contact with customers, requiring reasonable tact, proper attire and excellent communication skills. Duties include management of select tasks with oversight by Facility Management Office. Possession of forklift license and Mississippi Class D (or equivalent) license is required, as well as knowledge of government safety/security protocols as well as operations. BASIC FUNCTIONS: General Maintenance-The following tasks are typical of this occupation: Record and track work requests by computer, escorting contractors and FOSC maintenance crews in unsecure area as required by NRLSSC security protocol. Minor wall repair (spackle/paint), hang pictures, whiteboards and corkboards, replace ceiling tiles, vacant office clean-up, power-washing. Police grounds (pick-up/discard debris), collect refuse and salvageable materials, weed eater and leaf blower operation, trims trees and brush, repair and paint fences, gates, benches, tables, and outbuildings. Assist in repair of roads, walks, buildings and mechanical equipment. Performance of other assignments, which may not be recurring, may be required.	1928	HR		

NAME OF OFFEROR CONTRACTOR

ALL QUOTERS

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001 cont.	Warehouse Operations- Performs the following warehouse coordination: Tracking inventoried and non-inventoried items and coordinates for item resupply. Sorts, stacks, and arranges stored items, loads and unloads trucks and other conveyances, moves supplies and material to proper location by appropriate material handling equipment furniture/equipment removal/transportation/installation. Forklift Operator- Maintains a forklift operators license in order to operate a manually controlled diesel, gasoline, electric or liquid propane gas powered forklift to transport goods and materials of all kinds about a warehouse, manufacturing plant, or other establishment. Reports forklift operation status to include notification and accommodation of required maintenance. Truck Driver (Level I-III)- Maintains a Mississippi Class D (or equivalent) license in order to drive a truck to transport materials, merchandise and equipment, between various types of establishments such as: manufacturing plants, freight depots, warehouses, wholesale and retail establishments, or between retail establishments and places of business. May also load or unload truck with or without helpers, make minor mechanical repairs, and keep trucks in good working order. Duties include assistance with receipt and transportation of Government Property across state lines for turn-in thru Defense Revitalization Material Office (DRMO). Management and Inspections- The following are typical of this occupation: Planning and execution of facility spaces for training, meeting, and conferences. Coordinates GSA vehicle shop maintenance and cleaning schedules, performs pre-use inspections of material handling equipment including forklifts, pallet jacks, and hand trucks, conducts daily property inspections, conducts weekly eyewash/shower station activation tests, provide Facility Office constant updates on status of aforementioned planning and inspections. Hazardous Material Handler-Researches, comprehends, and applies the information contained within MSDS to perform safe operations while spraying lawns, shrubs and trees with fertilizer and insecticide, coordinates with and performs as directed by NRLSSC Safety Office the following tasks: Transportation of chemicals and assistance with Hazardous Waste processing.				

NAME OF OFFEROR CONTRACTOR

ALL QUOTERS

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001 cont.	WORK HOURS: It is anticipated that the standard work hours include 8 hour work days between 0630 and 1800. 1 worker x 241days for Labor 1st shift with a total of 1980 hours. Provisions for overtime not to exceed 80 hours per year are to be anticipated. WORK ENVIRONMENT/PHYSICAL DEMANDS: 60% in an indoor environment, 40% outside. Position must be able to routinely lift and move items up to 40 pounds. SKILLS/KNOWLEDGE: Must be thoroughly familiar with safe operations and maintenance of hand and electrical tools and equipment; this includes but is not limited to sanders, saws, furniture dollies, pallet jacks, forklifts, trucks, etc. Must be able to pass the periodic physicals required to obtain and maintain all required licenses and permits. Must possess an average minimum level of computer literacy that includes a working knowledge of Microsoft Outlook, Word and Excel. The government will review the resume'. SECURITY REQUIREMENTS: Incumbent must be a U.S. Citizen and able to pass an eligibility background check.				
0002	OVERTIME Only if required Brand Name or Equal If available please include a published price list or a cost breakdown and return the RFQ package to the following fax number (202) 767-6675. If emailing quote send to jean.copes@nrl.navy.mil. 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.	150	hr		