

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE	PAGE 1 OF 2 PAGES
2. AMENDMENT/MODIFICATION NUMBER 02		3. EFFECTIVE DATE 11/08/2023	4. REQUISITION/PURCHASE REQUISITION NUMBER	5. PROJECT NUMBER (If applicable)	
6. ISSUED BY CODE		7. ADMINISTERED BY (If other than Item 6) CODE			
Congressional Office for International Leadership 101 Independence Ave., SE LA-144 Washington, DC 20540-9980					
8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code)			<input checked="" type="checkbox"/>	9A. AMENDMENT OF SOLICITATION NUMBER	
			<input checked="" type="checkbox"/>	COIL-23-R-0001	
				9B. DATED (SEE ITEM 11) 10/11/2023	
			<input type="checkbox"/>	10A. MODIFICATION OF CONTRACT/ORDER NUMBER	
				10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE				

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended. is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
 (a) By completing items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.
IT MODIFIES THE CONTRACT/ORDER NUMBER AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is not is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

1. This amendment to Solicitation COIL-23-R-0001 is issued to address questions submitted, detailed on Page 2 of this amendment.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA
16C. DATE SIGNED			
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

Previous edition unusable

Question 2 - In the Technical Section of a proposal for the Open World Program, do the required Table I, Matrix of Corporate Accomplishments and the representations and certifications count towards the 30-page limit?

Response to Question 2: Solicitation COIL-23-R-0001, Page 34 of 37 is changed to indicate Table I is not included in the 30-page limit. See attached changed page.

Question 3 - Additionally, if the Key Qualifications Section of the proposal includes an organizational chart indicating reporting lines and a staffing list with responsibilities in addition to individual resumes, does that Section of documentation stand alone and not count towards the 30-page limit?

Response to Question 3: Resumes are not included in the Technical proposal page limits, however, resumes submitted are limited to 2 pages. The organizational chart is included in the 30-page limit.

effort will be part of the proposal. The offeror will also provide a list of qualifications and or experiences required for each proposed labor category. The technical section shall not exceed a total of 30 pages, with exception of resumes (Key Personnel Qualifications) factor and Table I. Resumes submitted are limited to 2 pages per resume and should be included in the technical section after the 30 pages addressing the proposed technical capabilities defined above.

(c) Past Performance section will contain a description of the offeror's contracts (both prime and major subcontracts) received during the past three years, which are in any way similar to the effort required by the solicitation. The description should include, as a minimum, the following information: the offeror's Commercial and Government Entity Code (CAGE) and Unique Entity Identifier (UEI) numbers; contract number; contract type; awarded/estimated contract value; narrative rating assigned by the Government requiring agency (or official from commercial source), Government points of contact (POC) (official commercial source POC); a brief narrative of the work required and similarities with the requirements of this solicitation, level of staffing and duration of the relevant projects that are submitted for evaluation. Include the experience of all subcontractors, joint venture participants and teaming participants, but list them separately. For experience not acquired as a prime contractor, identify the prime contractor and describe the depth and extent of the work you performed, to include the percentage of the total contract dollar value performed by your employees. Information provided in this section must be verifiable through direct communication with the POCs provided, if not, the reference cannot be used to support evaluation of the proposal. Each individual contract used to explain past performance is limited to 2 pages.

(d) Cost Section.

(1) The following information must be provided in the cost proposal:

(i) Direct Labor: Provide a time phased (e.g. monthly) breakdown of labor hours, rates and costs by appropriate category and furnish bases for estimates. The total estimated hours to be worked under the proposed contract for each individual proposed. Table II – Manpower Utilization Matrix shall be included in the cost section outlining hours proposed for each individual proposed to perform under the resulting contract. Each option period must be represented. This matrix will also be used to complete hours under Section B-1 - Cost Plus Fixed Fee – Completion Type.

(ii) Indirect Costs: Indicate how you have computed and applied your indirect costs, including cost breakdowns. Show trends and budgetary data to provide a basis for evaluating the reasonableness of proposed rates. Indicate the rates used and provide an appropriate explanation.

(iii) Travel costs: Based on the Illustrative COIL Calendar in Section C – Statement of Work, provide estimated travel costs for the number of participants and the amount of travel anticipated for the Base performance period. The Option performance periods shall use the same estimates for Participants and the anticipated travel times.

(vi) Other costs (including material): List all other costs not otherwise included in the categories described above (computer and consultant services, packaging and packing, etc.) and provide the basis for pricing.

(v) You must show the relationship between the contract line item costs proposed and the total contract value proposed.

(2) Individual consultants must be proposed as subcontractors and shall follow the guidance above.

(3) Cost proposals shall propose burden rates supporting contractor provided facilities only, the Government will not provide facilities for contractor staff.

(4) Inconsistencies in the proposal between prime and subcontractor hours and rates may be considered a risk to the Government.

(5) Please Note FAR 15.404-4(c)(4)(i) regarding fee. Statutory limitations for cost plus fixed fee contract shall not exceed 10 percent of the contract's estimated costs, excluding fee.

(6) All proposed costs must be adequately supported. The proposal must include sufficient background to show derivation. If the cost proposal cannot be understood, it may result in the entire proposal being found to be unacceptable and thus eliminated from the competition. A total proposed cost and total proposed fee for each performance period and CLIN shall be identified in the cost volume and shall be consistent with the data contained in the technical and cost volumes.

(e) Table Formats.

TABLE I
MATRIX OF CORPORATE ACCOMPLISHMENTS