

RFQ ID: **RFQ443225**

Reference #: 2QSAB-10-Q-0002

RFQ Title: Establishment of Government-Wide Multiple Blanket Purchase Agreements (BPAs)

Category: 75: 75 200

RFQ Issue Date: 03/08/2010 05:54:20 PM EST

Contact: EDWARD LEW

RFQ Close Date: 03/31/2010 03:00:00 PM EDT (Time Remaining: 21D 4H 3M)

General Services Administration

Delivery: Deliver 5 Days From Date of Award to Date of Completion

[edward.lew@gsa.gov](mailto:edward.lew@gsa.gov)

**Description:** This is a Request for Quotation (RFQ), under Federal Acquisition Regulation (FAR) 8.405-2 ordering procedures, to establish multiple Blanket Purchase Agreements (BPAs) in support of the Federal Strategic Sourcing Initiative for office supplies for Federal Government Agencies. More than a dozen individual Federal Agencies have participated in the development of the requirements outlined in this RFQ as part of a formalized commodity team; the solution will be available for use by the entire Federal Government.

The General Services Administration (GSA) intends to establish BPAs against the GSA's Federal Supply Schedule 75 Office Solutions: Supplies & Services, SIN 75 200 Office Products for Federal Government-wide usage, as part of the GSA's FY10 Federal Strategic Sourcing Initiative. These BPAs will be administered by the GSA Federal Acquisition Service, Northeast and Caribbean Region, located at 26 Federal Plaza, Room 20-100, New York, NY, 10278. The BPAs will be established for a one-year base period and three one-year option periods, for a total possible duration of four years, if options are exercised.

The due date for quotes in response to the RFQ is March 31, 2010, 3:00 p.m. Eastern Daylight Time. Quotations must be submitted by mail in electronic and hard copy format as instructed herein. Quotations received after the schedule due date and time will not be accepted and will not be considered for BPA establishment. Quotations submitted must comply with all instructions, specifications, and requirements set forth in the RFQ. Quotes failing to comply with the RFQ may be deemed nonresponsive and will be eliminated from consideration.

**Buyer Documents:**

- Request for Quote
- Attachment 1 - Office Supplies Quote Sheet
- Attachment 2 - Participating Agencies Spend
- Attachment 3 - Office Supplies Definition
- Attachment 4 - Cover Page
- Attachment 5 - List of Agency Project Officers
- Attachment 6 - EPP Product Criteria
- Attachment 7 - Past Performance Questionnaire
- Attachment 9 - Current Prices to Beat
- Attachment 10 - Performance Requirement Summary
- Attachment 8 - Specific Agency Commitments

<b>Quote ID</b>	<b>Your Quote is good until:</b> (minimum of 7 days from the RFQ close date)
RFQ443225-XXX	Date: <input type="text" value="May"/> <input type="text" value="30"/> <input type="text" value="2010"/>

Line Items							
Mfr. Part/Item #	Manufacturer	Product/Service Name	Ship Address	Qty	Unit	Quote Unit Price	Remove
<a href="#">▶ Add Additional Items</a>							

<b>Prompt Payment Discount</b>	<b>FOB</b> (If FOB is origin, enter the transportation cost)
<input type="text" value="0"/> Days <input type="text" value="0"/> %	Destination: <input type="text"/> Origin Transportation Cost: \$ <input type="text" value="0.00"/>

**Attached Documents** (You may attach additional documentation as needed. Maximum attach file size is 5MB)

▶ Attach Documents

Vendor Comments

Empty text area for vendor comments with scrollbars.

If Quote pricing is contained in attached documents or in the vendor comments area, enter the amount:

\$ 0.00

(1) **edward lew:**

General Services Administration  
26 FEDERAL PLAZA  
New York, NY 10278

*Individual Receiving Shipment*  
EDWARD LEW  
212-264-4782  
EDWARD.LEW@GSA.GOV