



National Science Foundation
4201 Wilson Boulevard
Arlington, Virginia 22230

January 20, 2006

All Potential Offerors

Re: NSF RFQ-DCCA-060018

Dear Sir or Madam:

The National Science Foundation (NSF) has completed its streamlined study of "Technical and Administrative Support Services", conducted in accordance with OMB Circular A-76. It was determined that the private sector would perform the work at the lowest cost.

Your firm provided a response to our Request for Information (RFI). Your response and those from other firms enabled us to develop a valid cost estimate, \$15.2 million, to accomplish the work. (NOTE: This estimate was based on performance at NSF. As you will see in the enclosed RFQ, the place of performance will be off-site.) NSF is most grateful for your participation and assistance.

The NSF is requesting a quote for services as described in the enclosed Statement of Work. The NSF intends to acquire these services by using the General Services Administration (GSA) MOBIS contract (SIN 874-1) and their applicable terms and conditions. However, you may provide a quote under GSA's Financial and Business Solutions contract if you so choose. The NSF will place a time and materials delivery order.

Please use the following instructions and submit your quotation with the completed cover sheet (Enclosure 2). Your proposal shall indicate an acceptance period of no less than 60 days from the due date for submission.

The technical narrative portion of the proposal should not exceed 30 pages, excluding the quality control plan, resumes, and price information requested. The quality control plan should not exceed 20 pages. Each resume should not exceed 2 pages. There is no page limit on the pricing information. A page is defined as one side of an 8 1/2" x 11" sheet of paper, with at least one-inch margins on all sides, using no smaller than 12-pitch font. Information may be submitted on a single or double-sided sheet, but should not exceed these page limitations.

FAR Clause 52.215-1, INSTRUCTIONS TO THE OFFERORS – COMPETITIVE ACQUISITION, applies to this requirement. The Government intends to evaluate proposals and award without discussions with Offerors. However, the Government reserves the right to conduct discussions.

FAR Clause 52.232-18, AVAILABILITY OF FUNDS, applies to this requirement.

One original and six (6) copies of the requested information shall be submitted. Offerors shall include their facsimile number and Electronic Mail (e-mail) address(es). E-Mail offers are authorized. However, the Government shall not assume responsibility for proper transmission. (E-Mail offers shall be followed by two hardcopies, one original and one copy, and all submissions are due by the designated proposal due date and time stated below.)

Please note that this request does not commit the Government to pay any costs incurred in the submission of your proposal, nor to contract for said services. Note also, that full, accurate, and complete information is required by this request in accordance with 18 U.S.C. 1001 that also prescribes the penalties for making false statements.

Proposals are due by 4:00 PM (EST) on February 13, 2006.

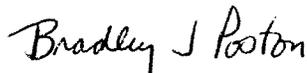
Mail seven (7) copies of your proposal to:

National Science Foundation
Division of Contracts and Complex Agreements (DCCA)
Attention: Ms. Erica White
4201 Wilson Boulevard, Suite 475
Arlington, VA 22230

Send questions regarding this procurement by e-mail to Ms. Erica White, at ewhite@nsf.gov, by 4:00 PM (EST) on February 1, 2006. Ms. White may also be reached by telephone at 703-292-5399.

Thank you for your interest and the NSF looks forward to receiving your proposal in response to this RFQ.

Sincerely,



Bradley J Poston
Contracting Officer

Enclosures:

1. RFQ- DCCA-060018, including model order
2. Proposal Submittal Cover Sheet