

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER		PAGE OF 1 11	
2. CONTRACT NO.		3. AWARD/ EFFECTIVE DATE	4. ORDER NUMBER		5. SOLICITATION NUMBER 75H70427Q00002		6. SOLICITATION ISSUE DATE 10/02/2026
7. FOR SOLICITATION INFORMATION CALL:		a. NAME CYNTHIA CASON			b. TELEPHONE NUMBER (No collect calls)		8. OFFER DUE DATE/LOCAL TIME 10/13/2026 1700 ET
9. ISSUED BY Indian Health Service Division of Acquisition Policy 5600 Fishers Lane, Mailstop 09E70 Rockville MD 20857				10. THIS ACQUISITION IS ☐ UNRESTRICTED OR ☒ SET ASIDE: 100.00 % FOR: ☐ SMALL BUSINESS ☐ WOMEN-OWNED SMALL BUSINESS (WOSB) NORTH AMERICAN INDUSTRY CLASSIFICATION STANDARD (NAICS): ☐ HUBZONE SMALL BUSINESS ☐ ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS (EDWOSB) 541690 ☐ SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS (SDVOSB) ☐ 8(A) SIZE STANDARD: \$19			
11. DELIVERY FOR FREE ON BOARD (FOB) DESTINATION UNLESS BLOCK IS MARKED ☐ SEE SCHEDULE		12. DISCOUNT TERMS		13a. THIS CONTRACT IS A RATED ORDER UNDER THE DEFENSE PRIORITIES AND ALLOCATIONS SYSTEM - DPAS (15 CFR 700) ☐		13b. RATING	
15. DELIVER TO		CODE		16. ADMINISTERED BY Indian Health Service Division of Acquisition Policy 5600 Fishers Lane, Mailstop 09E70 Rockville MD 20857		CODE 196	
17a. CONTRACTOR/ OFFEROR		CODE		18a. PAYMENT WILL BE MADE BY		CODE	
TELEPHONE NO.							
☐ 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED ☐ SEE ADDENDUM			
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	Submit quote to Luci Cason at cynthia.cason@ihs.gov no later than 5:00pm ET on October 13, 2026. See Request for Quote information below for Schedule of Supplies and Services and Instructions to Quoters. (Use Reverse and/or Attach Additional Sheets as Necessary)						
25. ACCOUNTING AND APPROPRIATION DATA						26. TOTAL AWARD AMOUNT (For Government Use Only)	
☒ 27a. SOLICITATION INCORPORATES BY REFERENCE (FEDERAL ACQUISITION REGULATION) FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA						☐ ARE ☒ ARE NOT ATTACHED.	
☐ 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA						☐ ARE ☐ ARE NOT ATTACHED.	
☒ 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED.				☐ 29. AWARD OF CONTRACT: REFERENCE OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)			
30b. NAME AND TITLE OF SIGNER (Type or print)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (Type or print)		31c. DATE SIGNED	
				CYNTHIA L. CASON			

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	See the "Supplies or Services and Prices/Costs" section of this Request for Quote for Contract Line Item Numbers (CLIN) descriptions, quantities, and units.				

32a. QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED ☐ INSPECTED ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
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32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE
	32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT ☐ COMPLETE ☐ PARTIAL ☐ FINAL	37. CHECK NUMBER
☐ PARTIAL ☐ FINAL				

38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
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41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		42a. RECEIVED BY (<i>Print</i>)	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42b. RECEIVED AT (<i>Location</i>)	
		42c. DATE REC'D (<i>YY/MM/DD</i>)	42d. TOTAL CONTAINERS

REQUEST FOR QUOTE

Indian Health Service (IHS)/Division of Acquisition Policy (DAP)	
Request for Quote #	75H70427Q00002
Title:	Office of Public Health Support (OPHS) Community Health Immunization Resources
Quotes Due:	October 13, 2026 5:00PM Eastern Time
Primary Point of Contact	Luci Cason, Email: cynthia.cason@ihs.gov

DESCRIPTION OF REQUIREMENT

IHS proposes to amplify current immunization efforts by developing community health resources for Community Health Workers/Representatives (CHW/CHR) to utilize and share with their communities to reduce the risk of preventable infectious diseases by encouraging the uptake of immunizations. The resources will be formatted to the preference of the communities (e.g. educational toolkits, flyers, cut-outs, etc.). The contractor will identify American Indians and Alaska Natives (AI/AN) community and individual concerns about vaccines, including awareness of individual-decision making, typical vaccine side-effects, and other relevant community topics. The contractor will propose, identify, and implement resource solutions to alleviate community and individual concerns about disease prevention through immunization. All activities and materials will be AI/AN culturally appropriate and address community concerns about vaccine safety and efficacy. This requirement is focused on development of community-facing immunization education resources for distribution to AI/AN community members.

SOLICITATION TYPE

This solicitation is issued as a combined synopsis/solicitation in accordance with RFO FAR Part 12. This announcement is the only solicitation. The Government is issuing a solicitation for the purpose of entering into a contract. Only one award will be made as a result of this solicitation. This acquisition is conducted using the streamlined procedures of Federal Acquisition Regulation (FAR) Part 12, as revised under the Revolutionary FAR Overhaul (RFO).

This acquisition is being conducted using the procedures in RFO FAR 12.201-1. ***This acquisition is a 100% Indian Small Business Economic Enterprise (ISBEE) set-aside under the Buy Indian Act, 25 U.S.C. 47, and HHSAR Subpart 326.6. Quotes will be considered only from Indian Economic Enterprises that are also small business concerns under the applicable NAICS code.***

TYPE OF CONTRACT

The Government contemplates award of a Firm Fixed Price (with Cost Reimbursable No Fee CLIN for travel) Purchase Order for non-personal commercial services.

NAICS CODE

The primary North American Industry Classification System (NAICS) is 541690 Other Scientific and Technical Consulting Services with an SBA size standard of \$19 Million.

SUBMISSION AND INQUIRIES

See Section L "Instructions, Conditions, and Notices to Quoters" of this solicitation for further instructions. Submit quotes to Contract Specialist Luci Cason at cynthia.cason@ihs.gov no later than 5:00PM ET on October 13, 2026. Quoters are instructed specifically to contact only the Contract Specialist in connection with any aspect of this requirement prior to contract award. Note: quotes will not be accepted via facsimile or mail.

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SECTION B – SUPPLIES OR SERVICES AND PRICES/COSTS

ITEM	SUPPLIES / SERVICES	QTY/UNIT	UNIT PRICE	EXTENDED PRICE
0001	Community Health Immunization Resources In accordance with the attached Statement of Work Period of Performance 10/21/2026 – 07/31/2027 Firm Fixed Price, Non Severable Services Line Item	1 Job		
0002	Travel In accordance with the attached Statement of Work Period of Performance 10/21/2026 – 07/31/2027 Reimbursable No Fee Line Item	1 Each	\$10,000.00	\$10,000.00

SECTION C – DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK

See Attachment 1 – Statement of Work (SOW)

SECTION D – PACKAGING AND MARKING

There are no packaging, packing, marking, or shipping requirements applicable to this Purchase Order. All deliverables shall be submitted electronically or in person in accordance with the SOW.

SECTION E – INSPECTION AND ACCEPTANCE

The resulting Purchase Order shall be subject to the inspection and acceptance provisions of FAR 52.212-4 Terms and Conditions – Commercial Products and Commercial Services. Additional inspection and acceptance requirements are contained in the attached SOW.

SECTION F – DELIVERIES OR PERFORMANCE

The resulting Purchase Order shall be subject to the delivery and performance provisions of FAR 52.212-4 Terms and Conditions – Commercial Products and Commercial Services. Additional delivery and performance requirements are contained in the attached SOW.

The period of performance will be from October 21, 2026 to July 31, 2027. The period of performance for all substantive work under this contract shall end no later than July 31, 2027. All technical, analytical, development, implementation, training, and other performance activities shall be completed by that date. However, the contractor shall submit the final quarterly progress report no later than August 20, 2027. Submission of the final quarterly report after July 31, 2027, shall be considered an administrative reporting requirement and shall not authorize or require additional substantive performance beyond the period of performance. The Contractor shall submit its final invoice within 60 calendar days after July 31, 2027.

SECTION G – ADMINISTRATION DATA

The resulting Contract shall be subject to the provisions and clauses included in Solicitation Attachment 2 Provisions and Clauses.

Submission of invoices shall be in accordance with HHSAR 352.232-71, Electronic Submission of Payment Requests (Apr 2026), incorporated in full text in Solicitation Attachment 2 – Provisions and Clauses.

Invoicing and Payment Milestones
CLIN 0001

- The Contractor may submit invoices for portions of the Purchase Order's firm-fixed price upon completion and Government acceptance of the applicable milestone deliverables identified below. Payments made under this schedule constitute payment for completed and accepted portions of CLIN 0001 and are not progress payments or contract financing.

Statement of Work Deliverables	Percentage of CLIN 0001 Price
Completion and acceptance of Objective 1 deliverables (milestone date March 31, 2027)	30%
Completion and acceptance of Objective 2 deliverables (milestone date May 14, 2027)	30%
Completion and acceptance of Objective 3 deliverables (milestone date July 16, 2027)	20%
Completion and acceptance of Final overall project report and complete and final resource package (milestone date July 26, 2027)	20%

- The Contractor shall not invoice for a milestone until all deliverables associated with that milestone have been completed and accepted by the COR. Invoices shall reference the applicable deliverable(s) associated with the payment milestone.

CLIN 0002:

- Travel should be invoiced as authorized travel costs are incurred. Reimbursement shall be limited to actual allowable costs in accordance with RFO FAR 31.205-46, the Federal Travel Regulation (FTR), and the terms of the contract. Travel must be approved in advance by the Contracting Officer and COR before any costs are incurred, as outlined in the SOW. No fee, profit, or indirect costs shall be applied to travel costs.

All invoices must be submitted within 60 days after July 31, 2027.

Contracting Officer's Representative (COR):

The COR will be identified by a separate letter. The COR monitors all technical aspects of the contract and assists in contract administration. The COR is authorized to perform the following functions: assure that the Contractor performs the technical requirements of the contract; perform inspections necessary in connection with contract performance; maintain written and oral communications with the Contractor concerning technical aspects of the contract; issue written interpretations of technical requirements, including Government drawings, designs, specifications; monitor Contractor's performance and notify both the Contracting Officer and Contractor of any deficiencies; coordinate availability of government furnished property; and provide site entry of Contractor personnel. A letter of designation issued to the COR states the responsibilities and limitations of the COR, especially concerning changes in cost or price, estimates, or changes in delivery dates. The COR is not authorized to change any of the terms and conditions of the contract.

Program Manager:

A federal Program Manager (PM) will be assigned to provide leadership direction for this requirement. The PM will coordinate with the contractor and with the federal team to ensure the project stays on task. This person will be identified by the COR or the Contracting Officer.

SECTION H – SPECIAL REQUIREMENTS

Security Requirements

The contractor and subcontractor personnel shall be subject to the same Federal laws, regulations, standards and policies as IHS employees regarding information and information system security, including

mandatory training requirements. Contractor personnel may be exposed to sensitive and unclassified information systems and documents.

(a) To perform the work specified herein, Contractor personnel are expected to have routine (1) physical access to an HHS-controlled facility; (2) logical access to an HHS-controlled information system; (3) access to sensitive HHS data or information, whether in an HHS-controlled information system or in hard copy; or (4) any combination of circumstances (1) through (3).

Contracting personnel visiting any Government facility in conjunction with this contract shall be subject to the standards of conduct applicable to Government employees. Site-specific approval regarding access to any IHS facility, sensitive materials, computer facility access, issuance of security badges, etc. shall be coordinated with the COR or IHS Project Manager as required.

Additional Requirements Concerning Data, Data Rights, and Computer Software

The Government shall have unlimited rights in all data, documents, materials, software, source code, scripts, configurations, data models, dashboard source files, ETL workflows, documentation, and other deliverables first produced in the performance of this contract, subject to the applicable provisions and clauses of this contract. The Contractor shall deliver all such materials in formats that permit the Government to use, reproduce, modify, maintain, operate, enhance, disclose, and distribute the deliverables for Government purposes. The Government's rights shall include the right to disclose or provide such materials to other contractors or Government support personnel for purposes of operating, maintaining, modifying, enhancing, or supporting the deliverables on behalf of the Government, subject to applicable safeguarding requirements. The Contractor shall identify in its quote any pre-existing, proprietary, commercial, or third-party software, data, materials, or other components that the Contractor proposes to incorporate into the solution and that are subject to restrictions on the Government's use, modification, disclosure, maintenance, or reproduction. The Contractor shall not incorporate any such component if its applicable license or other restrictions would prevent the Government, or a contractor acting on behalf of the Government, from independently operating, maintaining, supporting, or modifying the deliverables unless specifically approved in writing by the Contracting Officer. Nothing in this requirement shall require the Contractor to transfer ownership of pre-existing intellectual property or third-party materials for which the Contractor does not possess ownership rights. However, incorporation of such materials shall not impair the Government's ability to operate, maintain, support, and use the deliverables as required by this contract. This right does not abrogate any other Government rights.

SECTION I – CONTRACT CLAUSES

See Attachment 2 – Provisions and Clauses

SECTION J – LIST OF ATTACHMENTS

Attachment 1 – Statement of Work

Attachment 2 – Provisions and Clauses

Attachment 3 – Indian Health Service Buy Indian Act Indian Economic Enterprise Representation Form

SECTION K – REPRESENTATIONS AND CERTIFICATIONS OF QUOTERS

Quoters must complete and return Attachment 3 – Indian Health Service Buy Indian Act Indian Economic Enterprise Representation Form – with their quote.

By submission of its quote, the Quoter represents that the representations and certifications contained in the System for Award Management (SAM) are current, accurate, and complete as of the date of quote submission. The Quoter shall identify any material changes to its representations and certifications that may affect its eligibility for award.

SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO QUOTERS

Quote Format

(a) Your quote for this acquisition must be prepared in two parts: a) Technical Quote (Volume I) and b) Price Quote (Volume II). Quotes are due October 13, 2026, 5:00 PM Eastern Time.

(b) The technical quote should have as much detail as you would consider necessary to reflect a clear understanding of the nature of the work being undertaken. The technical quote shall not contain pricing information.

(c) The quote must be signed by an official authorized to bind your organization.

(d) The quote must include a cover letter with the following information:

- The name, title, phone number, e-mail address, and signature of the authorized representative
- The name, title, phone number, and e-mail address of the person to be contacted concerning any matter related to the solicitation (if different from above)
- Unique Entity Identifier number
- Company name and mailing address
- Date quote submitted and quote expiration date
- Type of company (i.e. small business, 8(a), woman-owned, etc.) as validated via the System for Award Management (SAM). Quoter must register in SAM, located at <http://www.sam.gov>.

Your quote must stipulate that it is predicated upon all the terms and conditions of the RFQ. If not noted in this section of the Quote, it will be assumed that the contractor has no assumptions for award and agrees to comply with all of the terms and conditions set forth herein. In addition, it must contain a statement that it is firm for a period of at least 90 days from the date of receipt by the Government.

(e) Quoter shall submit one (1) non-editable PDF copy of their technical quote and one (1) non-editable PDF copy of their price quote.

(f) The Government will evaluate quotes in accordance with the evaluation criteria set forth in the "Evaluation of Quote" section further below.

Technical Quote (Volume I) Instructions

(a) The Quoter must submit a detailed technical quote including information on its capabilities to respond to the requirements as defined in the SOW attached to this solicitation. *A quote which merely restates the requirements of the Government's SOW will not be eligible for award.* The technical quote should be in as

much detail as you consider necessary (within a limit of 10 pages) to reflect a clear understanding of the nature of the work being undertaken.

(b) The written technical quote shall include, at a minimum, the following sections:

TAB A: Cover page of technical quote, including solicitation number, volume number, and name and address of quoter (TAB A does not count against 10-page limit)

TAB B: Table of contents, CVs/Resumes (TAB B does not count against 10-page limit). If the Quoter has identified specific personnel it intends to assign to the requirement at the time of quote submission, the Quote may include CVs/resumes for those proposed personnel. Submission of CVs/resumes is optional. The Government has not designated key personnel for this requirement, and Quotes are not required to identify specific personnel as a condition of award.

TAB C: Concise presentation of each of the evaluation criteria

Volume I – Technical Quote

1) Technical Approach

2) Relevant Experience and Past Performance

(c) The technical quote shall not exceed 10 pages, excluding Tab A (cover page) and Tab B (table of contents, CVs/resumes). The technical quote shall be single spaced, single sided, on standard 8.5 x 11-inch pages, with 12-point font and 1-inch margins. 8-point font is acceptable for tables and charts. All pages in the written technical quote must be sequentially numbered excluding the cover page. Any pages beyond the first 10 pages (not including Tabs A and B) will be ignored in the evaluation process.

(d) The technical quote (Volume I) shall specifically address the following:

(d)(1) Technical Approach

The technical approach must demonstrate a thorough understanding of the requirement; the quoter's plan to achieve all tasks outlined in the SOW, including the methodology, processes, and resources that will be used to perform the work; its staffing and management approach describing how it will manage and staff the effort; and its approach to identifying, assessing, and mitigating risks that may impact successful performance.

(d)(2) Relevant Experience and Past Performance

The contractor shall submit information demonstrating its recent and relevant experience performing projects similar in scope, size, and complexity to the requirements described in the SOW. The contractor shall provide information for up to two (2) contracts or task orders performed within the past five (5) years that it considers most relevant to this requirement. For each contract or task order, the quoter shall provide:

1. Customer/Agency name
2. Contract number
3. Period of performance
4. Contract type
5. Total contract value
6. A brief description of the work performed, including an explanation of how the work is relevant in scope, size, and complexity to this requirement and
7. Customer point of contact, including name, title, telephone number, and email address

Price Quote (Volume II) Instructions

The price quote must include, at a minimum, the following sections:

1. Signed copy of the solicitation face page and any solicitation amendment face pages
2. Completed "Supplies or Services and Prices/Costs" section of the solicitation.

CLIN 0001 pricing shall include a firm fixed price that encompasses all labor, indirect costs, overhead, general and administrative (G&A) expenses, profit, direct costs, materials, printing, supplies, and all other costs associated with performing the services. Note that the Government is not requesting a breakdown of proposed labor categories, labor hours, or hourly rates as part of the price quote. Travel shall not be included in the proposed price for CLIN 0001. It is separately provided under CLIN 0002.

CLIN 0002 the Government has established the following not-to-exceed amount for travel for evaluation purposes. Contractor shall include the Government-established amount of \$10,000.00 in their total quoted price. Travel will be reimbursed only for actual, allowable costs incurred and pre-approved by the Contracting Officer and COR.

Government Estimated Level of Effort

To assist quoters in understanding the anticipated scope of the requirement and developing their firm fixed price quote, the Government estimates that performance of the requirements described in the Statement of Work will require between 2,500 and 2,670 total labor hours during the period of performance of October 21, 2026 through July 31, 2027.

The estimated labor hours are provided for informational and planning purposes only and do not represent a prescribed staffing plan or minimum labor hour requirement. Quoters are responsible for determining the staffing approach, labor mix, level of effort, and other resources necessary to successfully perform the requirement.

SECTION M – EVALUATION FACTORS FOR AWARD

Each quote will be evaluated in two areas: technical and price.

Evaluation of Quote

The Government will use streamlined evaluation procedures under FAR Part 12. Quotes will be evaluated using a comparative best-value approach considering Technical Approach, Relevant Experience/Past Performance, and Price. Non-price factors, when combined, are significantly more important than price. Therefore, the Government reserves the right to award to other than the lowest priced quote. However, the Government will not make an award at a significantly higher overall cost to achieve only slightly superior technical capability.

The Government may evaluate quotations in the order deemed most efficient. If the Government determines that a quotation is technically unacceptable or otherwise ineligible for award under any evaluation factor, the Government reserves the right not to evaluate the remaining factors, including past performance and price.

Notice of Intent to Award Without Exchanges

The Government intends to make award based on initial quotations but reserves the right to conduct exchanges with one or more quoters if determined necessary by the Contracting Officer. Therefore, quoters are advised that their initial quote should be their best from a technical and price standpoint.

Quotes will be evaluated using the following factors and price:

Evaluation Factor 1: Technical Approach

The Government will evaluate quotations to determine whether the technical approach demonstrates a thorough understanding of the SOW; provides a sound, practical, and feasible approach for successfully accomplishing the required tasks; demonstrates a sound staffing and management approach that supports successful performance of the contract tasks; and provides a sound approach for assessing and mitigating risks that may impact successful performance.

Evaluation Factor 2: Relevant Experience and Past Performance

Quoters will be evaluated based on their recent (performed within the past five years) and relevant experience performing projects of similar scope, size, and complexity to the requirements described in the SOW and to what extent that demonstrates the quoter's ability to successfully perform the requirement.

The Government may evaluate past performance information obtained from the Contractor Performance Assessment Reporting System (CPARS), customer references, or Government records. The Government reserves the right to verify information provided by the quoter but is not required to do so, and is not required to contact the references identified in the quote.

Evaluation of Price Quote

The Government will evaluate the total firm fixed price to determine whether the price is fair and reasonable. The Government may use one or more price analysis techniques, including but not limited to comparison of quoted prices received, comparison to the IGCE, and/or comparison to historical prices. If necessary to support the determination of price reasonableness, the Government may request additional supporting information. The Government may, but is not required to, consider whether a quoted price is so low as to indicate a lack of understanding of the requirement or otherwise present a risk of unsuccessful performance.