



Request for Proposal (RFP) No.24-1576:
Under Prime Contract No. CNTR00000000001132
Title: "Arctic Solid Waste Management Grant"

1. Battelle Memorial Institute (Battelle) hereby requests Offeror submit a written proposal based on the Statement of Work located at Attachment No. 1.
2. **Type of Agreement:** A Firm Fixed Price Subcontract/Purchase Order agreement is anticipated.
3. **Period of Performance:** The anticipated award of the subcontract is January 2025 with a period of performance extending through October 2026
4. **Award:** Any effort expended and any costs or expenses incurred by the Offeror as a result of this RFP shall be the sole responsibility of the Offeror. There is no obligation for Battelle to cover any Offeror costs incurred as a result of this RFP.

Evaluation Criteria and Award and Basis of Award

Best Value:

The subcontract/purchase order(s) resulting from this RFP will be awarded to the responsible offeror(s) whose offer conforms to this solicitation and is most advantageous to Battelle and its client, cost or other factors considered. .


The following evaluation factors and sub-factors and respective weightings shall be used to determine the "best value" to Battelle and its client.

- (a) Technical Evaluation: Please provide evidence for the categories below for evaluation purposes.
- (i) Completeness
 - (ii) Impact
 - (iii) Need
 - (iv) Feasibility
 - (v) Budget

The subcontract/purchase order(s) resulting from this RFP will be awarded to the responsible offeror(s) whose offer conforms to this RFP and represents the best value to Battelle and its client.

5. **Technical/Management Approach:** As part of Offeror's proposal, please provide a description of Offeror's technical and management approach for carrying out the requirements of the Statement of Work.
6. **Cost/Price Submittal Requirements:** The detailed information requested in **Attachment No.2**, shall be submitted as part of the Offeror's proposal/quote.
7. **Terms and Conditions:** Battelle's standard terms and conditions plus US Government provisions as noted below are applicable to this procurement. Any exceptions or deviations taken to the terms and conditions must be noted in the proposal. **Note: Significant changes to the terms may result in the offeror as being non-responsive.**

Battelle's standard terms and conditions can be reviewed at the following link: **Government Subcontracts Terms and Conditions**

8. **Validity Date:** Offeror's proposal must remain valid for 120 days from the date of submission of the proposal and must be so stated in Offeror's proposal.
9. **Certifications/Questionnaires:** As part of Offeror's proposal and before any award may be made, the following certifications must be completed:
 - As a potential or existing supplier, Battelle is required to obtain the information contained in the Annual Supplier Representation and Certifications (Reps and Certs) as defined in FAR Part 9.104. The Reps and Certs are required from each supplier's location supplying material and/or services to Battelle. Upon award decision, an email will be sent to you that contains access code information for our automated Reps and Certs from our online platform through  Intelleges .

Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions (FAR 52.203-11)

(a) Definitions. As used in this provision—"Lobbying contact" has the meaning provided at 2 U.S.C. 1602(8). The terms "agency," "influencing or attempting to influence," "officer or employee of an agency," "person," "reasonable compensation," and "regularly employed" are defined in the FAR clause of this solicitation entitled "Limitation on Payments to Influence Certain Federal Transactions" (52.203-12).

(b) Prohibition. The prohibition and exceptions contained in the FAR clause of this solicitation entitled "Limitation on Payments to Influence Certain Federal Transactions" (52.203-12) are hereby incorporated by reference in this provision.

(c) Certification. The offeror, by signing its offer, hereby certifies to the best of its knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on its behalf in connection with the awarding of this contract.

(d) Disclosure. If any registrants under the Lobbying Disclosure Act of 1995 have made a lobbying contact on behalf of the offeror with respect to this contract, the offeror shall complete and submit, with its offer, OMB Standard Form LLL, Disclosure of Lobbying Activities, to provide the name of the registrants. The offeror need not report regularly employed officers or employees of the offeror to whom payments of reasonable compensation were made.

(e) Penalty. Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by 31 U.S.C. 1352. Any person who makes an expenditure prohibited under this provision or who fails to file or amend the disclosure required to be filed or amended by this provision, shall be subject to a civil penalty of not less than \$10,000, for each such failure. (End of Provision)

Prohibition on Contracting with Entities Engaging in Certain Activities or Transactions Relating to Iran—Representation and Certifications (52.225-25)

If your organization is a small business please visit Battelle's Office of Supplier Diversity (OSD) website <https://www.battelle.org/doing-business-with-us/suppliers/supplier-diversity> for information on becoming registered with Battelle . If you have specific questions regarding the registration process or doing business with Battelle, please contact the OSD at 614.424.7156.



10. **Proposal Submission:** Offeror's proposal and supporting information must be received by the undersigned no later than 5PM (EST) on 11/7/2024 at the following address:

Natalie Walter: waltern@battelle.org

Offeror's proposal must be dated and a point of contact, including email address, must be included on the proposal. It is at the discretion of Battelle for whether late proposals will be accepted and reviewed.

11. **Gratuities:** By acknowledgement of response to this RFP, the Offeror hereby certifies that no gratuities were offered by the Offeror or solicited by any Battelle employee either directly or indirectly. Any situation where a gratuity is solicited should be reported immediately to the Office of General Counsel.

Your consideration regarding a response to this solicitation is appreciated.