



DEPARTMENT OF THE AIR FORCE
PACIFIC AIR FORCES

11 May 09

MEMORANDUM FOR PROSPECTIVE OFFEROR

FROM: 374 CONS/LGCAB
Unit 5228, Bldg. 620, Yokota Air Base
Fussa-shi, Tokyo 197-0001

SUBJECT: Notice to Offerors, Solicitation FA5209-09-T-0150, Endangered Species Management Component to Integrated Natural Resources Management Plan for USAG-J Honshu Installations, Japan

1. The following information is provided to supplement subject solicitation:

a. **Contract Assistance.** Any questions regarding this solicitation may be referred to the 374th Contracting Squadron/LGCAB Ms. Keiko Osawa at Commercial: 042-551-6120, 042-552-2511 Ext. 5-4380 or e-mail keiko.osawa.jp@yokota.af.mil. The Contracting Officer, Mr. Masaki Sato, may be reached at Commercial: 042-551-6120, 042-552-2511 Ext. 5-7544 or e-mail masaki.sato.jp@yokota.af.mil. Please reference the solicitation number when making inquiries.

b. **Submission of Offers.** Submit signed and dated offers to the office specified in this solicitation at or before the time specified in this solicitation, in one original copy. The submission shall be made in a sealed envelope, marked with the solicitation number, and the proposal submission due date and time specified in this solicitation. The offers shall provide the following information:

(1) Standard Form (SF) 1449. Complete Blocks 12, 17a, 17b (when applicable), 30a, 30b, and 30c of the SF 1449. By completing the SF 1449, the offeror accepts to the contract terms and conditions as written in the solicitation.

(2) Supplies or Services and Prices/Costs (Continuation of Blocks 19 through 24 of SF 1449). Complete with proposed unit price and extended amount for each listed line item.

(3) Remittance Address (Continuation to Block 17b of SF 1449). Provide remittance address when Block 17b is checked.

(4) FAR 52.212-3, Offeror Representations and Certifications – Commercial Items. Complete all the necessary fill-ins and return in its entirety.

(5) Acknowledgment of solicitation amendments by signature when issued.

(6) Any other page(s) of the solicitation that may require a fill-in entry by the offeror.

(7) Past Performance Information. Offerors shall comply with the instructions at “FAR 52.212-2, Evaluation – Commercial Items”.

(8) DUNS Number; refer to paragraph 1-g.

c. **Clauses or Provisions Incorporated by Reference:** The solicitation and resultant contract incorporates one or more clauses or provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause or provision may be accessed electronically at this/these address(es):

<http://farsite.hill.af.mil/VFFARA.HTM>

<http://farsite.hill.af.mil/VDFDARA.HTM>

<http://farsite.hill.af.mil/vfaffara.htm>

d. **Commercial And Government Entity (CAGE) Code Reporting.** The offeror is requested to enter its CAGE code on its offer in the block with its name and address. The CAGE code entered must be for that name and address. Enter "CAGE" before the number. If your organization does not have a CAGE assigned yet, for most it may ask the Contracting Officer to request one from the Defense Logistics Information Service (DLIS).

Offerors may not delay submission of the offer pending receipt of a CAGE code. If your organization does not have a CAGE assigned, for most countries you can obtain one by connecting to <https://nmcrplus.namsa.nato.int/AC135Public/scage/CageList.aspx>

e. **DUNS Number.** Local offerors may obtain the location and phone number of Dun & Bradstreet TSR Ltd. from the Internet home page at URL of DUNS Number Search Service:

Japanese: http://www.dnbtsr.com/number_search/index.html

English: <http://www.dnbtsr.com/english/index.html>

f. **CCR registration.** The offeror is recommended to register with central contractor registration (CCR) prior to award. To register yourself with CCR, visit <http://www.ccr.gov/>.

g. **Electronic Funds Transfer (EFT):** Any offeror who receives award of the subject requirement will be required to sign up for electronic funds transfer (EFT) to receive payment. When the applicable bank receives payment, a transaction fee of ¥ 735 shall be taken by the accepting bank for each transaction. The U. S. Government will not be responsible for repayment of this transaction fee; therefore, the offeror must consider this bank fee when providing an offer in response to the subject solicitation.

2. If you have any questions, please contact Ms. Keiko Osawa, Contract Specialist, by phone at 042-551-6120/fax at 042-551-0973/e-mail at keiko.osawa.jp@yokota.af.mil.


MASAKI SATO
Contracting Officer