

52.212-1 ADDENDUM

INSTRUCTIONS TO OFFERORS-COMMERCIAL PRODUCTS AND COMMERCIAL SERVICES (Nov 2021)

By 12:00 pm Eastern Time on November 22, 2022 interested offerors shall send an email to Ms. Tara D'Amico at Tara.M.Damico.civ@army.mil with the following information to request a sample of the Gray Material and White Material:

Name of Company
Contact Name (First & Last)
Mailing Address, City, State, Zip Code,
Direct Phone Number
Email Address
Shipper Account Number.

SHIPPER ACCOUNT NUMBER IE: UPS, FEDEX (government requires Shipper Account Number so sample of one (1) Gray Dress Cap Material and one (1) White Dress Cap Material can be shipped to potential vendors).

Please include the Solicitation Number (W911SD-23-Q-0001) in the Subject Line of the email. Upon receipt of your email, one (1) Gray Dress Cap material and one (1) White Dress Cap material will be sent to the interested offerors for sample production. **(THESE SAMPLES MUST BE RETURNED)**

Interested offers are required to produce the following samples: One (1) Gray Dress Cap, size 6 7/8 and One (1) White Dress Cap, size: 6 7/8

All offerors interested in submitting a proposal for this requirement need to follow these instructions. If an offeror does not comply with these instructions, they shall be excluded from consideration of a contract award.

All offerors shall send a sample of **ONE GRAY DRESS CAP, size 6 7/8 AND ONE WHITE DRESS CAP, size 6 7/8** for evaluation to Ms. Tara D'Amico, MICC – WP, Building 681 Hardee Place, RM 104, West Point, NY 10996 by close of Solicitation date: **December 8, 2022 by 12:00 pm Eastern Time.**

The mailed sample must contain the following information:

Name of Company
Contact Name (First & Last)
Mailing Address, City, State, Zip Code,
Direct Phone Number
Email Address
Shipper Account Number

Interested offerors are required to produce one (1) Gray Dress Cap and one (1) White Dress Cap in accordance with attached specifications. One (1) Gray Dress cap and one (1) White Dress Cap sample must be submitted with the offeror's quote by the closing date/time of the solicitation **on December 8, 2022 by 12:00 PM Eastern Time.**

These samples shall be submitted at no expense to the Government, and returned at the sender's request and expense, unless they are destroyed during pre-award testing.

The Government shall make one contract award therefore, if an offeror does not submit a sample of one (1) Gray Dress Cap and one (1) White Dress Cap with their quote, they will not receive consideration for contract award. The Government will not be liable for any lost or misdirected quote and/or samples.

PLEASE EMAIL TRACKING NUMBER OF YOUR MAILED SAMPLE AND SOLICITATION.

Additionally, the quotes must be uploaded in the Unison Marketplace (<https://marketplace.unisonglobal.com>) on or before the closing date: **December 8, 2022 by 12:00 pm Eastern Time to be considered for award.**

If you have any questions, please contact Ms. Tara D'Amico at Tara.M.Damico.civ@army.mil.