

Request For Information
Reopening of
Multiple Award Schedule (MAS) 75 – Office Products and Supplies

SCOPE

This is a Request for Information (RFI) as defined in Federal Acquisition Regulation (FAR) 15.201(e). Any information submitted by respondents to this request is strictly voluntary. This is not a Request for Proposal (RFP) or a Request for Quote (RFQ), nor does its issuance obligate or restrict the Government to an eventual acquisition approach. The Government does not intend to award a contract on the basis of responses from this RFI or pay for the preparation of any information submitted or for the use of such information. All information received from this RFI will be used for planning and market research purposes only. Not responding to this RFI does not preclude participation in a future solicitation, if any is issued.

BACKGROUND

The General Services Administration (GSA) is pleased to announce plans for re-opening Multiple Award Schedule (MAS) 75 – Office Products and Supplies for new offers. MAS 75 has been closed to new offers since October 2010. Over the last few months, GSA has engaged in discussions with the vendor community and industry stakeholders to determine the future direction of MAS 75. On March 2, 2016, GSA released a video presentation through the GSA Schedule 75 Community Group on GSA Interact pertaining to the reopening of MAS 75. The purpose of the presentation was to create and generate a dialogue with the vendor community and office supply industry to discuss the possible options for reopening MAS 75. A survey was also posted to capture comments, feedback and questions on the possible options. The options presented were:

- Option 1: Re-open Schedule 75 with no changes
- Option 2: Revisions to certain SINs and further revisions to pricing criteria, solicitation format and language
- Option 3: Hybrid concept taking partial alternatives from Options 1 and 2 and combining them.

The survey generated 46 responses and the results were as follows:

- Option 1 – 41.3%
- Option 2 – 13%
- Option 3: 45.7%

On, May 24, 2016, GSA hosted a MAS 75 Industry Day where the findings from the survey and updates were shared. The MAS 75 Industry was also a forum for the vendor community and industry stakeholders to voice suggestions and provide feedback on the re-opening of MAS 75. GSA has also held discussions with manufacturers, wholesalers and other industry stakeholders to discuss current market forces and trends in the office supply marketplace.

Based on the comments, feedback and discussions, GSA is examining the best course of action by planning a new, improved and widely used solution for purchasing office supplies. The re-opening of MAS 75 will be a transformation of the existing MAS 75. For the transformation, GSA is proposing to (1) add a new enhanced Special Item Number (SIN) (SIN 75 2XX)¹ and (2) combine existing SINs 75 200 (Office Products) and 75 210 (Office Services) into one Office Supplies and Services SIN (revised SIN 75 200). The goals of re-opening MAS 75 are to:

¹ SIN 75 2XX is being used to designate the new enhanced SIN. A new SIN number and description will be created when plans are finalized for the re-opening of MAS 75

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- Increase opportunity for small business participation by 5%;
- Improve customers' value on MAS 75 by offering more favorable terms/conditions and savings; and
- Increase OCONUS utilization

PURPOSE

GSA is issuing this RFI to gather feedback from industry and any other relevant stakeholders on the proposed plans for re-opening MAS 75. The information received will be utilized within GSA to facilitate the decision making process and to make appropriate acquisition decisions regarding the re-opening of MAS 75. GSA **is not** requesting or accepting offers at this time for MAS 75. Information received in response to this notice will not be evaluated or considered as an offer.

DESCRIPTION

With the reopening of MAS 75, new offers will only be accepted for the new enhanced SIN 75 2XX. Revised SIN 75 200 and SIN 75 85 **will be closed** to new offers.

Enhanced SIN 75 2XX

The new enhanced SIN will incorporate all of the Best In Class (BIC) features of FSSI OS3 while also using the robust structure of MAS 75. FSSI OS3 has achieved enhanced vendor requirements, improved pricing and savings, data spending tracking capabilities and vendor accountability. The new enhanced SIN 75 2XX will include all of these enhancements that made FSSI OS3 a Best In Class solution. SIN 75 2XX will consolidate FSSI OS and MAS 75 into one acquisition vehicle. Please note that GSA plans to continue with FSSI OS3 as a separate acquisition vehicle until final option expiration in 2019.

New enhanced SIN 75 2XX will include office products and services. Office services could include 3D printing, walk in stores, toner recycling program, etc.

The new enhanced SIN 75 2XX will incorporate higher-level technical evaluation factors to raise standards. A contractor must meet the following technical go/no-go requirements:

- AbilityOne-certified Contractor;
- Demonstrated ability to meet all environmental reporting and green product requirements;
- Demonstrated capability to provide real-time order status to GSA Advantage! ®;
- Demonstrated system to remain compliant with the Trade Agreements Act;
- Currently be able to provide point of sale discount for all contract orders;
- Agency-defined reports at no additional cost;
- Demonstrated ability to provide desktop delivery and secure desktop delivery;
- Standard delivery anywhere CONUS within 3 to 4 business days;
- Ability to deliver to Alaska, Hawaii, Puerto Rico, and other OCONUS locations;
- Demonstrated ability to provide Fill or Kill status

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- Ability to report subcontracting quarterly, other than small business only;
- Satisfactory past performance;
- Submission of completed Subcontracting Plan, if applicable.

Additional enhanced features include:

- Modernized Terms and Conditions (T & C)
- Elevated technical qualifications and requirements
- More stringent Letter of Supply (LOS) requirements to reduce customer problems with receiving noncompliant items (See attached).
- Link to customer feedback mechanism concerning quality, schedule, and management, in all purchase orders possibly on Acquisition Gateway. GSA plans to include vendor follow-up/response capabilities.
- “Dynamic pricing” requirements and Transactional Data Requirements currently on OS3 will be fully incorporated into the enhanced MAS 75 SIN 2XX.
- Improved OCONUS capability
- Open and closing dates for offers with an open season every 24 months.

A Contract Access Fee (CAF) of 2% will be applicable for the enhanced SIN 75 2XX.

Revised SIN 75 200

SINs 75 200 and 75 210 are being combined to match the scope of the proposed enhanced SIN 75 2XX.

The table below summarizes the proposed transformation of the existing MAS 75 and provides a comparison of current SINs, enhanced SIN 75 2XX and the revised SIN 75 200.

**Transform Existing MAS 75: Side-by-side comparison of Current SINs,
Enhanced SIN 75 2XX and Revised SIN 75 200**

	Current 75 200 & 75 210	Enhanced 75 2XX	Revised 75 200
Establishes an opening and closing date, thus improving cycle times. Open season every 24 months (2 years)		X	
Stronger Letter Of Supply (LOS)		X	X

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Formatted Product Tool (FPT)/Transactional Data Rule (TDR) to support pricing and data requirements		X	X
Contractors cannot be on the revised 75 200 SIN and enhanced 75 2XX simultaneously		X	X
Customer survey/feedback (User reviews on Acquisition Gateway - pilot)		X	
Incorporates technical evaluation standards: “Go-No Go” factors for Enhanced SIN (see above)		X	
Combine two existing SINs (75 200 and 75 210) into one Office Supplies and Services SIN (75 200)			X

Contractors **CANNOT** have a contract under SIN 75 200 and the new enhanced SIN 75 2XX simultaneously.

OCONUS

OCONUS customers have expressed concerns with delayed delivery and frustrated freight related to consolidation points and other OCONUS delivery issues.

GSA seeks to add to Schedule 75 vendors who have the capability to provide a comprehensive range of office supplies to Customer Agencies in Europe, Africa, Asia and the Pacific Rim and Ships-At-Sea. Vendors must be able to provide timely Direct Delivery to customers within a number of days to be determined. In addition, the vendor shall comply with all of the following salient characteristics of the contract including:

1. Pricing Model that incorporates any Excise/Customs fees that may apply at the Country of Destination. FOB Destination with FOB Origin negotiable for overweight bulk orders.
2. Commodity compliance with applicable Trade Agreements.
3. Annotated Price Lists with US or Foreign Commodity Specifications.
4. Discounts apply to orders above Maximum Order Limitation \$1,000,000
5. Accept Payment by Government Credit Card in US funds.
6. All other stated Domestic Compliance Requirements for the SIN apply.
7. Foreign Vendor must reside in a TAA Compliant Country.

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8. Foreign Vendor subject to conflict resolution in a US Court.
9. Offer must be in English language

GSA is requesting feedback and suggestions based on:

- Vendors interested in providing enhanced OCONUS capabilities
- Appropriate OCONUS ARO delivery timeframes

NEXT STEPS

We will be using **GSA Schedule 75 Community Group on GSA Interact** <https://interact.gsa.gov/group/gsa-schedule-75-community-group> as a forum for communicating information regarding this RFI.

GSA requests feedback and questions with regard to this RFI. Responses and questions must be provided no later than 5:00 pm on Tuesday, January 17, 2017 and must be submitted to gsaschedule75@gsa.gov. Verbal feedback and questions **WILL NOT** be accepted. Please do not submit a proposal or quote with your response.

Interested parties are invited to subscribe to the **GSA Schedule 75 Community Group** to ensure they receive any important information or updates connected with this RFI.

Contracting Office Address:

US General Services Administration
Federal Acquisition Service
Northeast & Caribbean Supply and Acquisition Center
One World Trade Center
55th floor, Room 55W09
New York, NY 10007-0089

Primary Point of Contact:

Wdonna Woods
Contracting Officer

Secondary Point of Contact

Maria Viscione
Supervisory Contracting Officer

Contact Email:

gsaschedule75@gsa.gov

Attachment(s):

Letter of Supply Template

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Re-opening of MAS 75 FAQ

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