

<b>REQUEST FOR QUOTATION (THIS IS NOT AN ORDER)</b>			THIS RFQ <input type="checkbox"/> IS <input checked="" type="checkbox"/> IS NOT A SMALL BUSINESS SET-ASIDE			PAGE OF PAGES 1   5	
1. REQUEST NO. GASDCLERK25-0004		2. DATE ISSUED 09/02/2025		3. REQUISITION/PURCHASE REQUEST NO. GASDCLERK25-0114		4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/ OR DMS REG. 1	
5a. ISSUED BY U.S. District Court P.O. Box 8286 Savannah, GA 31412						6. DELIVER BY (date)	
5b. FOR INFORMATION CALL (NO COLLECT CALLS)						7. DELIVERY <input type="checkbox"/> FOB DESTINATION <input checked="" type="checkbox"/> OTHER (See Schedule)	
						9. DESTINATION	
NAME				TELEPHONE NUMBER		a. NAME OF CONSIGNEE	
				AREA CODE		NUMBER Ext.:	
8. TO:							
a. NAME				b. COMPANY			
c. STREET ADDRESS				b. STREET ADDRESS			
				c. CITY			
d. CITY				e. STATE		f. ZIP CODE	
				d. STATE		e. ZIP CODE	
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5a ON OR BEFORE CLOSE OF BUSINESS (Date) 09/12/2025 17:00 ET				IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5a. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or service. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotation must be completed by the quoter.			

## 11. SCHEDULE (Include applicable Federal, State and local taxes)

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
See Lines					

**\*PLEASE COMPLETE THE HIGHLIGHTED SECTIONS AND SUB-SECTIONS BELOW\***

12. DISCOUNT FOR PROMPT PAYMENT		a. 10 CALENDAR DAYS (%) 0.000	b. 20 CALENDAR DAYS (%) 0.000	c. 30 CALENDAR DAYS (%) 0.000	d. CALENDAR DAYS	
					NUMBER 0	PERCENTAGE 0.000
NOTE: Additional provisions and representations [ ] are [ X ] are not attached.						
13. NAME AND ADDRESS OF QUOTER				14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15. DATE OF QUOTATION
a. NAME OF QUOTER				16. SIGNER		b. TELEPHONE AREA CODE
b. STREET ADDRESS						
c. COUNTY				a. NAME (Type or print)		
d. CITY		e. STATE	f. ZIP CODE	c. TITLE (Type or print)		NUMBER

**Section B - Supplies or Services and Prices/Costs**

Number	Supplies or Services	Qty	Unit	Unit Price	Total (Inc. disc., tax, and fees)
0001	Misc Other Services  Firm Fixed Price -  Judiciary-wide  PSC:	0.000000			
<b>Delivery Schedule:</b>					
	<b>Delivery Number</b> 1	<b>Quantity</b> 0.000000			
<b>Period of Performance:</b> 09/20/2025 - 09/19/2026					
<b>Description:</b> The United States District Court for the Southern District of Georgia is seeking the professional services of a single agency with extensive experience in website development and maintenance to develop and maintain a new website for the agency. The reference number for this transaction is SO1 GASDCLERK25-0004.					
<b>Reference Line:</b> GASDCLERK25-0114 - 0001					

**CT-4 Judiciary Open Market Clauses (Services)****NOV 2014**

This award incorporates the following Judiciary clauses:

## 1. Clause B-5, Clauses Incorporated by Reference (SEP 2010) (DEVIATION)

This contract incorporates one or more clauses 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 may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx>. The following clauses apply as indicated:

No.	Title	Date
[ X ] Clause 3-3	Provisions, Clauses, Terms and Conditions - Small Purchases	JUN 2014
[ ] Clause 3-175	Fair Labor Standards Act and Service Contract Act – Price Adjustment Multiple Year and Option Contracts	JUN 2012
[ X ] Clause 3-300	Registration in the System for Award Management (SAM)	APR 2013
[ X ] Clause 3-305	Payment by Electronic Funds Transfer – System for Award Management (SAM) Registration	APR 2013
[ X ] Clause 3-310	Payment by Electronic Funds Transfer – Other Than System for Award Management (SAM) Registration (applies only if Clauses 3-300 and 3-305 do not apply)	APR 2013
[ ] Clause 6-20	Insurance – Work on or Within a Judiciary Facility	APR 2011
[ ] Clause 7-55	Contractor Use of Judiciary Networks	JUN 2014
[ ] Clause 7-65	Protection of Judiciary Buildings, Equipment and Vegetation	APR 2013
[ ] Clause 7-115	Availability of Funds	JAN 2003

## 2. The following full text clauses apply if indicated:

\_\_\_\_ Clause 2-90C, Option to Extend Services (APR 2013)

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The judiciary may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The contracting officer may exercise the option by written notice to the contractor no later than \_\_\_\_ calendar days prior to the contract's current expiration date *[insert the period of time within which the contracting officer may exercise the option]*.

(END)

\_\_\_\_ Clause 2-90D Option to Extend the Term of the Contract (APR 2013)

(a) The judiciary may extend the term of this contract by written notice to the contractor no later than \_\_\_\_ calendar days prior to the contract's current expiration date *[insert the period of time within which the contracting officer may exercise the option]*; provided that the judiciary gives the contractor a preliminary written notice of its intent to extend at least \_\_\_\_ calendar days [60 days unless a different number of days is inserted] before the contract expires. The preliminary notice does not commit the judiciary to an extension.

(b) If the judiciary exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed \_\_\_\_\_ (months) (years).

(END)

## Section F - Deliveries or Performance

<u>LINE NUMBER/ DELIVERY NUMBER</u>	<u>ADDRESS</u>	<u>CONTACT INFORMATION</u>
0001/1	U.S. District Court 124 Barnard Street Savannah, GA 31401	

### PERIOD OF PERFORMANCE

<u>ITEM</u>	<u>START</u>	<u>END</u>
0001	09/20/2025	09/19/2026

## 3-5 Taxpayer Identification and Other Offeror Information

APR 2011

### (a) Definitions

"Taxpayer Identification (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a social security number or an employer identification number.

(b) All offerors shall submit the information required in paragraphs (d) through (f) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

(c) The TIN may be used by the government to collect and report on any delinquent amounts arising out of the offeror's relationship with the government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to payment recording requirements, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

### (d) Taxpayer Identification Number (TIN):

Â \_\_\_\_\_

☐ TIN has been applied for.

☐ TIN is not required, because: \_\_\_\_\_

☐ Offeror is a nonresident alien, foreign corporation or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

☐ Offeror is an agency or instrumentality of a foreign government;

☐ Offeror is an agency or instrumentality of the federal government.

### (e) Type of organization:

☐ sole proprietorship;

☐ partnership;

☐ corporate entity (not tax-exempt);

☐ corporate entity (tax-exempt);

☐ government entity (federal, state or local);

☐ foreign government;

☐ international organization per-26 CFR 1.6049-4;

☐ other \_\_\_\_\_.

(f) Contractor Representations

The offeror represents as part of its offer that it is ☐, is not ☐, 51% owned and the management and daily operations are controlled by one or more members of the selected socio-economic group(s) below:

☐ Women Owned Business

☐ Minority Owned Business (if selected, then one sub-type is required)

☐ Black American Owned

☐ Hispanic American Owned

☐ Native American Owned (American Indians, Eskimos, Aleuts, or Native Hawaiians)

☐ Asian-Pacific American Owned (persons with origins from Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Japan, China, Taiwan, Laos, Cambodia (Kampuchea), Vietnam, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru)

☐ Subcontinent Asian (Asian-Indian) American Owned (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal)

☐ Individual/concern, other than one of the preceding.

(END)

## B-1 Solicitation Provisions Incorporated by Reference

OCT 2010

This solicitation incorporates one or more solicitation 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. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this address:

<http://www.uscourts.gov/procurement.aspx>.

(END)

## 3-315 Submission of Electronic Funds Transfer Information with Offer

APR 2013

The offeror shall provide, with its offer, the following information that is required to make payment by electronic funds transfer (EFT) under any contract that results from this solicitation. This submission satisfies the requirement to provide EFT information under paragraphs (b)(1) and (i) of Clause 3-310, Payment by Electronic Funds Transfer-Other Than System for Award Management (SAM) Registration.

(1) The solicitation number (or other procurement identification number).

(2) The offeror's name and remittance address, as stated in the offer.

(3) The signature (manual or electronic, as appropriate), title, and telephone number of the offeror's official authorized to provide this information.

(4) The name, address, and 9-digit Routing Transit Number of the offeror's financial agent.

(5) The offeror's account number and the type of account (checking, savings, or lockbox).

(END)

## P-1 Submission and Evaluation of Quotes

**\*Please refer to the attached RFQ for additional Submission Information**

This is a request for Open Market Pricing.

Quotes may be faxed, e-mailed, or handcarried to the Issue Office identified in Block 5A of the SF-18 by the date and time indicated in Block 10, and should be directed to the attention of [procurement@gas.uscourts.gov](mailto:procurement@gas.uscourts.gov).

Submit a technical proposal describing your approach and project management in accordance with the statement of work.

A firm fixed price award will be made on the basis of lowest priced, technically acceptable offer.

Quotes as well as any questions concerning this RFQ should be addressed to [Kathryn Howell, US District Court, \(912\) 650-4036](mailto:Kathryn.Howell@uscourts.gov)

The place of performance for services will be: [Anticipated Electronic Deployment](#)

- (a) The judiciary will evaluate offers for purposes of award by adding the total price for all options to the total price for the basic requirement. Evaluation of options does not obligate the judiciary to exercise the option(s).
- (b) Any offer that is materially unbalanced as to prices for basic and option quantities may be rejected. An unbalanced offer is one that is based on prices significantly less than cost for some work and prices that are significantly overstated for other work.
- (END)