

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE _____

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY CODE		7. ADMINISTERED BY (If other than Item 6) CODE	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)	(X)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
		10A. MODIFICATION OF CONTRACT/ORDER NO.
CODE	FACILITY CODE	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
 (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted;
 or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is not, is required to sign this document and return _____ copies to the issuing office.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
_____ (Signature of person authorized to sign)		_____ (Signature of Contracting Officer)	

1. On Page 34 of 45 of the Instructions – In item 6, Related Organizational Experience, please elaborate on the meaning of “sample documentation”. Do you want actual samples of materials/documents as well as documentation of services and activities related to each task?

RESPONSE: Please submit samples of materials.

2. Do you want this documentation presented in the technical narrative in this section or in an appendix?

RESPONSE: The documentation should go into an appendix but is still subject to the page limitation requirement.

3. On page 35 of 45 of the Instructions – the page limitation section notes that the page limit for the technical section excludes resumes. However this sentence is followed by instructions to include resumes in an appendix that shall not exceed eight (8) pages. Please confirm whether there is a page limit to the length of resumes. Is the total appendix not exceed eight pages?

RESPONSE: The eight pages refer to the length of the resume.

4. For the needs assessment in Task 3 and for Task 5 – Collect Information on Program Implementation – does the government assume the need for OMB clearance in order to conduct the proposed needs assessment and the implementation studies?

RESPONSE: No. These activities should be carried out in such a way that does not require OMB clearance.

5. Please clarify the number of copies required for each of the three parts of the proposal. Standard Form 33 indicates a requirement for an original and seven (7) copies. On page 33 of 45 of the Instructions section, a original plus six (6) copies of the technical proposal and the business proposal and an original plus one (1) copy of the past performance report are specified.

RESPONSE: An original and seven (7) copies of the technical proposal and the business proposal and an original plus one (1) copy of the past performance report are required.