STATEMENT OF WORK
SINGLE AND TWIN ENGINE HELICOPTERS
INVITATION TO QUALIFY (ITQ) CONTRACT

OVERVIEW: The purposes of the Single and Twin Engine Helicopters ITQ is to qualify responsible and responsive Contractors to provide helicopters to the Commonwealth of Pennsylvania agencies and Participating Addendum with External Procurement Activities (other states). In addition, Local Public Procurement Units, as defined by the Commonwealth Procurement Code, may use this contract in accordance with the COSTARS Provision contained within the terms and conditions. Only those Contractors that respond to this ITQ and meet the requirements can become a qualified Contractor and receive a contract.

Contractors must be licensed, factory authorized dealer for the brand represented.

Progress payments are an option that may be utilized in this contract.

ISSUING OFFICE: This ITQ is managed and administered by the Commonwealth of Pennsylvania, Department of General Services (DGS), Bureau of Procurement. All inquiries should be referred to:

Janis Brown, Commodity Specialist
Department of General Services
Bureau of Procurement
1800 Herr Street | 2nd Floor
Harrisburg, PA 17103 Telephone:
(717) 346-3829 Email:
janibrown@pa.gov

QUALIFICATIONS: Contractors interested in becoming an ITQ Contractor must meet all of the following requirements. Failure to meet any of the below requirements will result in the application being rejected. Each Contractor that meets the minimum qualifications will be awarded a contract. Award of a contract to a Contractor is not a guarantee of business.

A. Contractor must provide documentation showing two (2) years of experience in operating law enforcement and medevac helicopters.

B. Reciprocal Limitations Form: This ITQ is subject to the Reciprocal Limitations Act. Contractors must complete and submit with the ITQ Response the State of Manufacture Chart, which is contained in GSPUR-89 ("Reciprocal Limitations Act Requirements") which is attached to and made part of this ITQ.

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MATERIAL CATEGORIES: Contractors will need to choose the appropriate commodity code(s) to qualify for this contract. Contractors will select the appropriate code(s) under the Business Details section of the qualification process. The Commonwealth may add additional commodity codes as the need arises. The table below lists the appropriate commodity code and description of each material category.

COMMODITY CODE	DESCRIPTION OF MATERIAL CATEGORY
25130000-ITQ-454 Single Engine Helicopters	Single Engine Helicopters: The Commonwealth has identified need for law enforcement and/or medevac helicopters.
25130000-ITQ-455 Twin Engine Helicopter	Twin Engine Helicopters: The Commonwealth has identified need for law enforcement and/or medevac helicopters.

TERM OF CONTRACT: Any contract issued to qualified Contractors as a result of this ITQ shall commence on the Contract Effective Date and shall end on April 30, 2028. There are no renewals available.

REQUEST FOR QUOTES (RFQ) PROCEDURES: Commonwealth Agencies will issue an RFQ to qualified Contractors, through the Commonwealth's Custom Portal, powered by the JAGGAER system. Contractors will respond to the RFQ in the system. The requesting Agencies may require the qualified Contractors to furnish, upon request, additional documentation in the RFQ. The qualified Contractors selected for the RFQ process will receive a Purchase Order (PO) and will supply the service to meet the specific requirements as indicated in the RFQ.

Agencies will exercise a scoring method based upon the criteria set forth in the RFQ. The Scoring Methods are defined as follows:

- Best Value
  - Refers to the process of selecting the quote which provides the greatest value to the agency based on evaluating and comparing all pertinent criteria, including cost, so that the Contractor whose overall proposal best suits the agency's needs is selected for each individual project; and
- Low Cost
  - Refers to the lowest cost quoted from all proposals received that are deemed both responsive and responsible for the project.

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