



Motor Vehicle Import Information (MVII) Operations, Technical, and Customer Service Support

Solicitation Number: 693JJ919R000039

Agency: Department of Transportation

Office: National Highway Traffic Safety Administration (NHTSA)

Location: National Highway Traffic Safety Administration HQ

Solicitation Number:

693JJ919R000039

Notice Type:

Combined Synopsis/Solicitation

Synopsis:

Added: Jul 12, 2019 2:14 pm

The National Highway Traffic Safety Administration (NHTSA), Office of Vehicle Safety Compliance (OVSC), requires professional technical support for its operations and business processes that involve monitoring the importation of motor vehicles and motor vehicle equipment and for ensuring compliance with applicable motor vehicle standards and regulations.

This contract will provide the OVSC with trained professionals and support staff needed to maintain the data entry and reporting requirements associated with the implementation of OVSC's importation monitoring and enforcement program. These requirements include: data examination, data entry, data quality assurance, document cataloging and preparation for archiving, and reporting. The support task functions to be performed under this contract will include: data administration, customer support, data entry, filing, mailing and other data management and support functions.

The purpose of this contract is to obtain operations, technical, and customer support services to maintain OVSC's importation, monitoring, and enforcement program, and to obtain the necessary professional, technical, and administrative support services to assist OVSC in the development and implementation of new importation related business processes as well as improve current business procedures.

The objectives of this contract are for a Contractor to assist NHTSA with:

- Effectively maintaining and enhancing OVSC's importation programs and services through annual planning and resource allocation support.
- Providing OVSC with responsive and high quality technicians who fully meet customer expectations.
- Providing timely high quality document and database records to OVSC customers and staff.

- Providing timely high quality responses on behalf of the OVSC to RIs, manufacturers, and other OVSC customers, including the general public.

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Package #1

Posted Date:

July 12, 2019

[693JJ919R000039 toPost 07-12-19.pdf](#) (867.67 Kb)

Description: RFP 693JJ919R000039

[Attachment J.1 - Declaration.pdf](#) (2,912.90 Kb)

Description: J.1 - Declaration

[Attachment J.2 - Past Performance Questionnaire.docx](#) (22.58 Kb)

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Description: J.2 - Past Performance Questionnaire

[Attachment J.3 - SF-LLL Disclosure of Lobbying Activ...](#) (269.68 Kb)

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Description: J.3 - SF LLL, Disclosure of Lobbying Activities

[Attachment J.4 - Subcontrator Checklist.docx](#) (20.76 Kb)

Description: J.4 - Subcontract Checklist

<https://www.nhtsa.gov/importing-vehicle>

Description: J.5 - Website reference for Importation of Vehicles

<https://www.nhtsa.gov/importing-vehicle>

[Section B.4 - Fillable.docx](#) (47.79 Kb)

Description: J.6 - Section B.4 - Fillable

[Section M.3 - Fillable.docx](#) (43.41 Kb)

Description: J.7 - Section M.3 - Fillable

[Attachment - Synopsis Reference.pdf](#) (139.05 Kb)

Description: Attachment - Synopsis Reference

Amendment 1

Type:

Mod/Amendment

Posted Date:

July 29, 2019

[Amendment-0001_RFP_19-R-000039.pdf](#) (117.82 Kb)

Description: Amendment 0001

[Responses to Questions 19-R-000039 toPost 07-29-19.p...](#) (125.48 Kb)

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Description: Responses to Questions

[Amendment-0001_Section M.3 - Fillable.docx](#) (45.75 Kb)

Description: Fillable Section M.3 through M.8

Contracting Office Address:

1200 New Jersey Avenue, SE
Washington, District of Columbia 20590

Primary Point of Contact.:

Thomas J. Bub,

Contract Specialist

thomas.bub@dot.gov

Phone: 2023669571