



# OAK RIDGE INSTITUTE FOR SCIENCE AND EDUCATION

## RFQ 25-55855 Amendment 1

Amendment 1 is issued to modify the Request for Quote document in accordance with the following:

1. All instances of **videography** are hereby removed. Specifically,
  - Paragraph 1, “quote for **Photography, Videography, and Editing Services**” is hereby replaced with “**Photography and Editing Services**” removing the requirement for Videography services.
  - **Minimum Requirements/Experience,**
    - *15+ years of experience in commercial event photography and/or videography*
    - *Photography/Videography editing skills*is hereby replaced with
    - *15+ years of experience in commercial event photography*
    - *Photography/ editing skills*
  - **Preparation of Offers,**
    - *Names and resumes of the photographers and videographers proposed* is hereby replaced with “*Names and resumes of the photographers proposed*”.
2. Attachment 1 – Statement of Work is hereby replaced with Statement of Work Revision 1, removing all instances of videos or videography. Specifically,
  - **Task 2: Editing Services**
    - *Edit video footage complied from the NSB® event* is hereby removed.
  - **Deliverables:**

*Subcontractor will be required to produce and provide all photography and videography to ORAU/ORISE upon completion of work. ORAU/ORISE requests the rights to the video and photographs, and final products.*

is hereby replaced with the following:

*Subcontractor will be required to produce and provide all photography to ORAU/ORISE upon completion of work. ORAU/ORISE requests the rights to the photographs, and final products.*



# OAK RIDGE INSTITUTE FOR SCIENCE AND EDUCATION

## Request for Quote # 25-55855 Amendment 1 NOTICE OF 100% SMALL BUSINESS SET-ASIDE

December 17, 2024

Ashley Larkin  
ORAU/ORISE  
Buyer  
[Ashley.Larkin@orau.org](mailto:Ashley.Larkin@orau.org)

Potential Offerors,

Oak Ridge Associated Universities (ORAU), in support of the Oak Ridge Institute for Science and Education (ORISE) DOE Prime Contract, is seeking quote for **Photography, Videography, and Editing Services** for the [National Science Bowl® \(NSB®\)](#) in accordance with Attachment 1 – Statement of Work. Please review this document and all accompanying documents and attachments before submitting a quote to the individual named above on or before **Friday, January 3, 2025**.

### **PRICING**

Offeror(s) shall propose a **firm fixed price** quote for the services described in Attachment 1 – Statement of Work. Pricing shall be inclusive of all components (i.e. direct labor, overhead, G&A, lower-tier subcontractors, travel, etc.) and at the lowest price available. Please ensure all discounts, including GSA, Government, Integrated Contractor Purchasing Team (ICPT), educational or best value is accurately reflected. Should GSA pricing be used, please provide the GSA Schedule Number. Open-market pricing shall include a published price list, if available.

To assist ORAU in determining the price reasonableness of the proposed firm-fixed-price, please provide supporting documentation as to how the firm-fixed-price was developed.

### **TERMS AND CONDITIONS**

Attachment 2 – Contract Terms and Conditions will apply to any resulting award. Award may include additional terms not identified herein.

### **SPECIAL CONSIDERATIONS**

This solicitation and any resulting award is subject to the Service Contract Act of 1965, in accordance with **FAR 52.222-41, Service Contract Labor Standards**. Service employees employed for the performance of this work shall not be paid less than the minimum monetary wages and be furnished fringe benefits in accordance with the wages and fringe benefits as specified in DOE Wage Determination (*final copy will be provided upon award; draft provided for reference*).

### **MINIMUM REQUIREMENTS/EXPERIENCE**

Subcontractor must have the following credentials:

- 15+ years of experience in commercial event photography **and/or videography**
- Previous experience with similar-sized, large-scale events (*of approximately 900 individuals*)
- Photography/**Videography** editing skills
- Portrait photography skills
- Remote camera experience
- Ability to shoot in challenging lighting situations, as well as fast-paced environments (*not only still photography*)



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## QUESTIONS

Questions related to this RFQ shall be submitted in writing to the individual named above no later than **Wednesday, December 18, 2024**.

## PREPARATION OF OFFERS

Quotes must include, at minimum, the following:

- Brief capability summary
- **Firm-fixed-price** per year for quoted services (*Offeror must be able to support all tasks*)
  - Supporting information as to how the fixed-price was developed
- Names and resumes of the photographers ~~and videographers~~ proposed
- Identification of any lower-tier subcontractors that the Offeror intends to utilize
- Three past-performance references or examples of work for the same/similar size projects

## AWARD CRITERIA

Award will be made based on the best value quote that is determined to be the most beneficial to ORAU and the Government, with consideration given to the three (3) following evaluation factors/subfactors: (I) Price, (II) Past Performance, (III) Technical (includes (a) demonstrates understanding of scope and complexities (*to ensure continuity of operations of the event(s)*) and (b) proposed personnel meets/exceeds minimum requirements/experience). Factors II and III, when combined, are weighted significantly more important than price.

## ATTACHMENTS

**Attachment 1 – Statement of Work Revision 1**

**Attachment 2 – Contract Terms**

**Attachment 3 – DOE Wage Determination (DRAFT)**