Universal Service Administrative Co. (USAC)  
Request for Quotes  
IT-23-131 CyberArk Licenses Renewal 2023-2026

I. OVERVIEW
Universal Service Administrative Company (USAC) is requesting quotes from qualified vendors who can provided USAC with CyberArk Licenses renewal as outlined below under scope of work section of this RFQ.

II. SCOPE OF WORK
USAC is seeking a vendor who can provide CyberArk Licenses Renewal for 3 years with the requirements listed below.

The quote must meet the following requirements:

<table>
<thead>
<tr>
<th>ITEM</th>
<th>Description</th>
<th>Qty</th>
<th>Period of Performance</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRIV-STANDARD-USER-SAAS</td>
<td>Privileged User Subscription - 12 Months</td>
<td>50</td>
<td>6/29/2023- 6/28/2026</td>
</tr>
<tr>
<td>CONJUR-CLOUDWORKLOAD-ID-BASEPKG-SAAS</td>
<td>Secret management for homegrown cloud native applications and CI/CD pipelines including C3 Conjur integrations - Tier 1 - 12 Months</td>
<td>1</td>
<td>6/29/2023- 6/28/2026</td>
</tr>
</tbody>
</table>

Major focuses for evaluation:
1. All requirements are met
2. Price

III. CONTRACT TERM
The term of this Contract is 3 years. See above table for Period of Performance (POP).

IV. CONTACT INFORMATION
Contracting Office Address:
700 12th St NW, Suite 900  
Washington, DC 20005

Place of Performance:
700 12th St NW, Suite 900  
Washington, DC 20005
Primary Point of Contact:
Dania Powers
Procurement Specialist
Universal Service Administrative Company
700 12th St NW, Suite 900
Washington, DC 20005

V. COMPANY PROFILE
USAC is not a Federal agency, a government corporation, a government controlled corporation or other establishment in the Executive Branch of the United States Government. USAC is not a contractor to the Federal Government. The contract awarded as a result of this RFQ will not be a subcontract under a Federal prime contract. However, USAC conducts its procurements in accordance with the terms of a Memorandum of Understanding with the FCC, which requires USAC to adhere to the following provisions from the Code of Federal Regulations, 2 C.F.R. §§ 200.318-321, 200.324, 200.326-327 and App. II to C.F.R. Part 200 (collectively “Procurement Regulations”). Contractor shall comply with the procurement regulations and all applicable Federal, State and local laws, executive orders, rules and regulations applicable to its performance under this Agreement, including USAC’s Standard Terms and Conditions.

VI. INSTRUCTIONS FOR BIDDING
Offeror’s quotes should include the following:

1. A description of goods and/or services being offered in sufficient detail to evaluate compliance with the requirements in the solicitation. The description should address all of the requirements and the evaluation considerations.
2. A quote for twelve months of services detailing the costs (ie. Annual Subscription, Firm Fixed Price)
3. Name, address, and telephone number of the Offeror.
4. Company TIN and Unique Entity ID number.

This is a firm-fixed-price contract and, ultimately, the total firm-fixed-price amount is the amount taken into consideration when reviewing the quotes. The quote form provides for the following:

1. A breakdown of the components of the quote on a line item basis, if applicable.
2. All applicable federal, state, and local sales, use, and excise taxes.
3. All costs for configuration of equipment, if applicable
4. All other costs (i.e. labeling, packaging, packing, loading, storage, insurance, etc.).
5. All blanks shall be filled in accordingly. Any alteration or erasure must be initialed by the signer of the quote.

Please upload quotes to Coupa by using the sourcing link sent to you & email quotes to Dania.Powers@usac.org. Quotes must be received by USAC no later than Monday, June 19, 2023, at 12:00 PM ET. USAC reserves the right to amend, revise or cancel this RFQ at any time at the sole discretion of USAC and no legal or other obligations are assumed by USAC by virtue of the issuance of this RFQ, including any commitment to procure the products or services sought herein.

USAC will evaluate all Quotes that are submitted in compliance with the requirements of this RFQ. USAC will issue a purchase order to the responsible Offeror(s) submitting the lowest priced technically acceptable Quote.
In order to be deemed responsible, a prospective contractor must have adequate resources to perform the contract, or the ability to obtain them, and a satisfactory record of integrity and business ethics. A responsible offeror will be deemed technically acceptable if: it proposes to provide, and has the apparent capability to provide, all the items identified in the scope of work in accordance with the terms of this RFQ, including the Terms and Conditions hereto.