

BID BOARD POSTING
OC-393-2015-0095
Request for Quote

This is a small business set-aside request for quotation. The Centers for Medicare and Medicaid Services (CMS) intends to award on a sole source procurement, under the Simplified Acquisition Procedure (Dollar Threshold of \$150,000) a fixed price purchase order to renewal of license to access a music library. The renewal shall be in accordance with the attached Statement of Work for one base year and two option years. "All business proposals final price shall be submitted in whole dollars only, rounded to the nearest dollar. The North American Industry Classification Code (NAICS) is 512230. Responses must be sent electronically in MS Word format to renee.wallaceabney@cms.hhs.gov .

The period of performance is September 14, 2015 – September 13, 2016

Bids are due on or before Thursday, July 2, 2015 by 10:00 am EST.

Acquisition Questions should be sent to:

Renee Wallace-Abney by email renee.wallaceabney@cms.hhs.gov

**Music Library
Statement of Work**

Background

The CMS Division of Studio Productions (DSP) needs to acquire a music library for use in various audio and video productions developed throughout the year. DSP incorporates music clips both as background and to add emphasis and interest to production pieces, and considers these music clips essential to the professional production of our products.

DSP’s products requiring the use of music clips include: national, local television and Internet programs, Public Service Announcements (PSAs) for television and radio, Medicare advertisements, training videos, webcasts, educational videos, CMS recruiting videos, podcasts, all-staff informational videos, and other programs as needed.

Approximate CMS studio production totals for a typical fiscal year are as follows:

Product	Number of FY Productions
Podcasts	30
Videos/DVDs	50
PSAs	5

Total: 85 productions per year, potentially using 2-3 musical pieces per production

Requirements

The music library should be large enough and include enough variety to ensure that producers can select clips appropriate to the diverse products and genres produced by DSP. With past music library services, CMS has had access to more than 1,000 different CDs of clips, and kept 300 CDs on hand that could be rotated for new ones at any time.

Examples of theme music which DSP requires access includes, but is not limited to: industrial, corporate, slow, mid-pace, patriotic, emotional, inspirational, holiday, jazz, drama, thriller, sports, international, rock, decade specialty, oldies, new wave, disco, guitar-theme, underscores, blues, motivational, pop/energy, vocals, happy, news-style, orchestra, country, Latin, film scores, acoustic, ethereal, mood, and sound effects.

Once clips are embedded in a CMS video or audio production, CMS is to have rights for unlimited distribution of completed project without additional permissions or fees.

CMS staff should be able to sample music clips before committing to use. Audio files are to be available in an Internet accessible and searchable online library with download file formats as MP3 or WAV.

An example of a music library that would meet DSP’s needs would be an online Internet subscription service with the addition of audio clips being available on CD.

Vendor is to offer Blanket Licenses (which permit unlimited use of songs licensed during the subscription term) and Per Use (Track Fee) Licenses.

Vendor should have agreement terms for broadcast, non-broadcast and Internet use of music library content.

Vendor's site needs to be accessible through the CMS firewall.

Section 508, Accessibility of Electronic and Information Technology (EIT)

This contract is subject to Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794d) as amended by the Workforce Investment Act of 1998 (P.L. 105-220). Specifically, subsection 508(a)(1) requires that when the Federal Government procures Electronic and Information Technology (EIT), the EIT must allow all Federal employees and individuals of the public with disabilities comparable access to and use of information and data that is provided to Federal employees and individuals of the public without disabilities.

The EIT accessibility standards at 36 CFR Part 1194 were developed by the Architectural and Transportation Barriers Compliance Board ("Access Board") and apply to contracts and task/delivery orders awarded on or after June 25, 2001.

Each EIT product or service furnished under this contract shall comply with the EIT Accessibility Standards (36 CFR 1194), as specified in the contract, as a minimum. If the Contracting Officer determines any furnished product or service is not in compliance with the contract, the Contracting Officer will promptly inform the Contractor in writing. The Contractor shall, without charge to the Government, repair or replace the non-compliant products or services within the period of time to be specified by the Government in writing. If such repair or replacement is not completed within the time specified, the Government shall have the following recourses:

1. Cancellation of the contract, delivery or task order, purchase order, or line item without termination liabilities; or
2. In the case of custom EIT being developed by a Contractor for the Government, the Government shall have the right to have any necessary changes made or repairs performed, by itself, or by another firm for the non-compliant EIT, with the Contractor liable for reimbursement to the Government for any expenses incurred thereby.

The contractor must ensure that all EIT products that are less than fully compliant with the accessibility standards are provided pursuant to extensive market research and are the most current compliant products or services available to satisfy this contract's requirements.

For every EIT product or service accepted under this contract by the Government that does not comply with 36 CFR 1194, the contractor shall, at the discretion of the Government, make every effort to replace or upgrade it with a compliant equivalent product or service, if commercially available and cost neutral, on either the planned refresh cycle of the product or service, or on the contract renewal/effective option date, whichever shall occur first.

Period of Performance

Period of performance will start 09/14/2015 to 09/13/2016 With 2 option years