Matrix Ready

Proposal support for small federal contractors

SAMPLE Compliance Matrix — VA RFQ 36C26026Q1017 · Portland VA, EMS Quality Assurance Inspection SaaS · SDVOSB set-aside · NAICS 541519 · Quotes due Nov 3, 2026, 5:00 PM PT (8:00 PM ET)

Req ID	Section ref	Requirement	Proposal Section/Page	Owner	Status	Notes
ADM-01	E.2.1.a	Submit signed, dated quote by email to CO Tyrone Whalen (tyrone.whalen@va.gov); copy Danielle Carrico per Amendment 0001 Q&A	Cover letter, p. 1	Capture lead	Open	~10 MB/email limit; may split across emails
ADM-02	SAM.gov notice / Amd 0001	Quote due Nov 3, 2026, 5:00 PM Pacific (8:00 PM ET)	Cover letter, p. 1	Capture lead	Open	Amendment 0001 extended deadline from 10/13/2026
ADM-03	E.2.1.b	Submit Parts I-III (required) as separate attachments; Part IV if past performance available	Vol I §2.1, p. 4	Proposal mgr	Open	Formats/naming at contractor discretion (Amd 0001)
ADM-04	SF1449 Blk 10 / Notice	100% SDVOSB set-aside; NAICS 541519	Part I, p. 2	Contracts	Open	Verify SBA VetCert status; confirm in solicitation
P1-01	E.2.b.i	Complete SF1449 incl. Block 17a (SAM UEI) and Blocks 30a-c	Part I, p. 3	Contracts	Open	
P1-02	E.2.b.i / B.1	Acknowledge all amendments (incl. Amendment 0001)	Part I, p. 4	Contracts	Open	
P1-03	E.2.b.i / VAAR 852.219-75	Complete VA Notice of Limitations on Subcontracting certificate	Part I, p. 5	Contracts	Open	Offers without it not considered
P2-01	E.2.b.ii / B.3	Unit and extended prices for CLINs 0001-4001, two decimals, calculations correct	Part II, p. 2	Pricing	Open	Options added to total for evaluation (E.4(b))
P2-02	SOW travel / Amd 0001	Include all travel and training costs in FFP line items; do not price optional modules/added licenses	Part II, p. 3	Pricing	Open	Travel not separately reimbursed
P3-01	E.2.b.iii Q1	Fully operational COTS SaaS at award, no customization	Part III Q1, p. 6	Tech lead	Open	

P3-02	E.2.b.iii Q2 / Tech Reqs	FedRAMP-compliant, FedRAMP ID, hosted on FedRAMP-approved infrastructure	Part III Q2, p. 8	Tech lead	Open	Ready/In-Process acceptability not stated; confirm in solicitation
P3-03	E.2.b.iii Q3 / Tech Reqs	Meets NIST 800-145 (SaaS) and NIST 800-53 Rev.3	Part III Q3, p. 10	Security	Open	
P3-04	Tech Reqs	Registered in eMASS with current, approved VA ATO	Part III Q2-, p. 12	Security	Open	ATO timing not specified; confirm in solicitation
P3-05	E.2.b.iii Q4	Multi-factor and replay-resistant authentication	Part III Q4, p. 14	Security	Open	
P3-06	E.2.b.iii Q5	Data encrypted in transit and at rest	Part III Q5, p. 16	Security	Open	
P3-07	E.2.b.iii Q6	Track loads, tonnage, deficiencies, labor types/costs, usage, assets (asset/part nos., manufacturer, model, location)	Part III Q6, p. 18	Tech lead	Open	
P3-08	E.2.b.iii Q7	Configurable standard audit reports and ad-hoc user reports	Part III Q7, p. 20	Tech lead	Open	
P3-09	E.2.b.iii Q8	Dashboards for performance metrics; historical data, analytics, trending	Part III Q8, p. 22	Tech lead	Open	
P3-10	E.2.b.iii Q9 / SOW 17	Multi-level access (national/regional/local) with accurate role/permission mapping	Part III Q9, p. 24	Tech lead	Open	Be ready to demonstrate
P3-11	E.2.b.iii Q10 / SOW 13	On-site and web-based training before go-live; classroom instruction with proficiency evaluation	Part III Q10, p. 26	Training lead	Open	
SOW-01	SOW 17.4	Single-tenant deployment; ability to run on virtual server on Government network	Part III Q2, p. 28	Tech lead	Open	See Amd 0001 Q&A
SOW-02	SOW 10.1	Licenses for 10 initial users; unlimited site licenses for Government-defined facilities	Part III, p. 4	Pricing	Open	User count (10 vs ~20) - confirm in solicitation
SOW-03	SOW Tier II	Tier II help desk via phone/email/chat, M-F 8 AM-6 PM Pacific	Part III, p. 30	Support lead	Open	Delays >2 business days noted in past performance
SOW-04	SOW 6.1	System testing and acceptance plan within 5 days of award (3 phases)	Part III, p. 32	PM	Open	

SOW-05	SOW Kickoff	Technical kickoff meeting within 10 days of award	Part III, p. 34	PM	Open	
SOW-06	SOW data migration	Load up to 2 years of existing EMS records	Part III, p. 36	Tech lead	Open	
SOW-07	SOW Emergency Ops	Disaster recovery, failover and backups; RTO/RPO set with VA POC	Part III, p. 38	Security	Open	
SOW-08	SOW reporting	Progress/deliverable reports in Microsoft Word format	Part III, p. 40	PM	Open	
P4-01	E.2.b.iv	Past performance (last 5 yrs): entity/address, services and scale, reference POC, dates, contract type and value	Part IV, p. 42	Capture lead	Open	Users/sites may replace sq. ft.; CPARS accepted (Amd 0001)
EVAL-01	E.4 (52.212-2)	Best value: Technical, Past Performance, Price; no alternate quotes	Vol I §2.21, p. 44	Proposal mgr	Info	Relative weights not stated - confirm in solicitation
INS-01	Insurance clause	Evidence of general liability insurance before award	N/A (pre-submission)	Contracts	Open	confirm in solicitation for limits

Built from the public RFQ (revised 10-13-2026) and Amendment 0001 posted on SAM.gov. This is a sample for illustration, not legal or contracting advice; items marked "confirm in solicitation" need verification. Owner/Status columns are placeholders for the bidding team. Contact: ben@bizwinnow.com