DEPARTMENT OF THE AIR FORCE
374TH AIRLIFT WING

7 Jul 2026

MEMORANDUM FOR PROSPECTIVE QUOTER

FROM: 374 CONS/PKBC
Unit 5228, Bldg. 620, Yokota Air Base
Fusses Tokyo 197-0001

SUBJECT: Notice to Offerors for Solicitation No. FA520926Q0026, Prisoner of War (POW), Missing in Action (MIA) Grounds Maintenance and Pond Cleaning Service at Yokota Air Base, Japan

1. The following information is provided to supplement subject solicitation:

a. **Contract Assistance:** Any questions regarding this solicitation may be referred to the 374th Contracting Squadron, PKBC, Ms. Mariko Kobayashi, Contract Specialist at Commercial: 042-552-2511 Ext. 5-5433 or e-mail mariko.kobayashi.jp@us.af.mil. The Contracting Officer, Ms, Tomoko Shioda, may be reached at Commercial: , 042-552-2511 Ext. 5-6690 or e-mail tomoko.shioda@us.af.mil. Please refer to the solicitation number when making inquiries.

b. **Clauses or Provisions Incorporated by Reference:** The solicitation and resultant contract incorporates one or more clauses or provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause or provision may be accessed electronically at this/these address(es):

Acquisition.Gov: https://www.acquisition.gov/content/regulations

c. **Commercial And Government Entity (CAGE) Code Reporting/NATO CAGE (NCAGE).** The offeror is requested to enter its CAGE/NCAGE code on its offer in the block with its name and address. The CAGE/NCAGE code entered must be for that name and address. Enter " CAGE/NCAGE" before the number. If your organization does not have a CAGE/NCAGE assigned yet, the Contracting Officer may request one from the Defense Logistics Information Service (DLIS).

Offerors may not delay submission of the offer pending receipt of a CAGE code. If your organization does not have a CAGE assigned, for most countries you can obtain one by connecting to https://eportal.nspa.nato.int/AC135Public/CageTool/home

d. **SAM registration.** The offeror is recommended to register with System for Award Management (SAM) prior to award. To register yourself with SAM, visit https://www.sam.gov/SAM/.

e. **Notice of Site Visit**

(1) A site visit will be conducted on **09:00 on 15 Jul 2026 at Bldg.706**. Attendees should enter the base through Supply Gate of Yokota AB, Japan. Please submit the names of all attendees to Ms. Mariko Kobayashi via email at mariko.kobayashi.jp@us.af.mil by **16:00 on 9 Jul 2026**. Quoters are encouraged to inspect the site where services will be performed to ensure they are fully aware of all general and local conditions that may affect the cost of contract performance, provided such information is reasonably obtainable.

(2) Quoters are requested to submit questions to the point of contact noted above **not later than 17 Jul 2026, 14:00.** The information provided at this conference shall not qualify the terms and conditions of the solicitation and specifications. Terms of the solicitation and specifications remain unchanged unless the solicitation is amended in writing. If an amendment is issued, normal procedures relating to the acknowledgment and receipt of solicitation amendments shall apply. A record of the conference shall be made and furnished to all prospective quoters. A record of the conference shall be made and furnished to all prospective quoters. The record should include minutes of the meeting, including questions and answers.

(3) Quoters are requested to submit their quote by e-mail **as stated in the solicitation**.

2. If you have any questions, please contact the Contract Specialist listed in paragraph 1.a.

SHIODA.TOMOKO.1264923707 Digitally signed by SHIODA.TOMOKO.1264923707 Date: 2026.07.07 14:26:38 +09'00'

TOMOKO SHIODA
Contracting Officer