



# Annual Submittals Program

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- Technical Proposal Annual Submittal Program: Allows shipyards to submit technical documentation for approval on a Once per Year basis.
  - Contractors with approved Annual Submittal letters will only need to reference the approval letter for applicable technical factors and subfactors for any solicitations they are bidding on. This avoids contractor need to resubmit all technical information with each proposal and also reduces MSC technical evaluation team time to review proposals.
- Call for Annual Submittals will come via a FLC Request for Information (RFI)
  - RFI will provide details on annual submittal requirements and due date
  - Expected date for RFI is TBD, but likely in the Feb/Mar 2026 timeframe.



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- Once approved, FLC will issue an Annual Submittal approval letter good for 1-year.
  - For all subsequent proposals, Contractor only has to include the statement “Refer to our annual submittal approval dated xx/xx/yyyy” for each applicable subfactor.
- Annual Submittal Program participation is voluntary, and proposals will be accepted regardless of participation.
- Contractors participating in the program must notify FLC concerning any changes that affect the technical evaluation factors.
- The submittal of the documentation on an annual basis does not forfeit the US Government’s right to select or change factors or subfactors, enter discussions, or request clarification.



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- Technical Factors/Subfactors Covered under the Annual Submittals Program
  - Subfactor 1.5: Material Control and Storage
  - Subfactor 1.6: Heavy Weather Plans
  - Subfactor 1.7: Cold Weather Plans
  - Subfactor 1.8: Fire and Flooding Protection Plan
    - Note that portions of the Subfactor are ship specific and would not be covered under the Annual Submittal Program. The RFI calling for Annual Submittals will specify which parts of this Subfactor are covered.
  - Subfactor 2.3: Facilities
    - Note that portions of the Subfactor are ship specific and would not be covered under the Annual Submittal Program. The RFI calling for Annual Submittals will specify which parts of this Subfactor are covered.
  - Subfactor 3.3: Quality Control Plan
  - Subfactor 3.4: Hazardous Waste Management Plan