

U.S. Consulate General  
Karachi, Pakistan  
Date: **March 22, 2021.**

To: Offeror Page 1 of 4

Request Number: **PR9803296**  
From: Procurement & Contracting Department  
U.S. Consulate General  
Plot No- 3, 4, 5, New TPX, Area  
Mai Kolachi Road  
Karachi, Pakistan.  
E-mail: [KRCProcurementContracting@state.gov](mailto:KRCProcurementContracting@state.gov)  
POC: **Azmat Khan** Phone: 92-21-320 110 2218

**RFQ-PR9803296 -KHI-IRM-BPA set up for AVIATION SERVICES for Air Freight**

The U.S. Consulate Karachi requires following courier services for its IRM section and requests your participation in quoting for the said services.

**Item Description:**

*Blanket Purchase Agreement (BPA) for air freight of Classified Diplomatic Pouch Shipments services for outbound to United States and other destination (if any) for US Consulate Karachi for the year 2021 to 2022.*

**Prices:**

Firm Fixed Price.

**TAX:** Your prices shall be duty/tax free. U.S. Consulate General Karachi will neither deduct nor pay any tax for this service.

**Inspection & Acceptance:**

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A Government representative will inspect the service(s) delivered to determine the quality and acceptability. Substandard services/products shall be unacceptable at vendor's expense.

**Payment Terms:**

Payment will be made within 30 days through Electronic Funds Transfer (EFT) upon complete delivery to the US Consulate General, Karachi and submission of legitimate invoice to Financial Section after delivery, and submission of receipt.

**SUBMISSION OF INVOICE:**

Each invoice shall include vendor invoice number, purchase order/contract number, date issued, brief description of supplies/services provided, quantities, unit and total price, and signed by the signing authority.

Invoices must be routed to:

1. One original invoice in pdf format to the Financial Management Center to [KarachiFMCIInvoices@state.gov](mailto:KarachiFMCIInvoices@state.gov)
2. One copy clearly marked "DUPLICATE Copy for Proc & Contracting." [Krcproc@state.gov](mailto:Krcproc@state.gov)

Although email is the preferred method, invoices may also be submitted by mail (do not send electronically if you mail the invoice to the following address to avoid duplication):

Karachi Fiscal Office  
U.S. Consulate General  
Plot No- 3, 4, 5, New TPX Are  
Mai Kolachi Road  
Karachi

For payment related queries contractor will contact Karachi Fiscal Office [KarachiFMCInquiries@state.gov](mailto:KarachiFMCInquiries@state.gov). Contracting Officer takes no responsibility for payment and/or associated queries.

**Contract Clauses:**

FAR & DOSAR (attached) clauses will apply to this purchase order. These clauses can be accessed through following link:

[http://aopepd.a.state.gov/Content/documents/overseas\\_comm-item-fac-2005-36.docx](http://aopepd.a.state.gov/Content/documents/overseas_comm-item-fac-2005-36.docx)  
52.249-2 Termination for Convenience of the Government (Fixed-Price)  
(MAY 2004) Alternate I (APR 1984)

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52.212-4 Contract Terms and Conditions--Commercial Items (May 2015)

52.212-5 Contract Terms and Conditions Required to Implement Statutes or Executive Orders--  
Commercial Items (Feb 2016)

**Offer Due Date:**

1. Please submit your quote on or before **April 12<sup>th</sup>, 2021** to **Procurement Contracting Officer, U.S. Consulate General Karachi**, or via Email to following email addresses:

[KRCProc@state.gov](mailto:KRCProc@state.gov)

No quote will be acceptable after the due date.

2. Please prepare a quotation on your company letterhead in accordance with the requested details of this RFQ.
3. Please provide reference of our Request Number **PR9803296** , in all your correspondence regarding this request for price quotation

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