



U.S. Consulate General
Karachi, Pakistan
Date: August 24, 2020

To: Offeror Page 1 of 4
Request Number: **PR9365530**
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
POC: Azmat Khan Phone: 92-21-35275000

PR9365530 - KHI-P&S: Welcome Kit Items for SDA Apartments:

The U.S. Consulate Karachi requires following items for **P&S**, section and requests your participation in quoting for the said items. Please provide us cost, delivery charges and estimated delivery period of the following items to **U.S. Consulate General Plot number 3, 4, 5- New TPX Area, Mai Kolachi Road, Karachi.**

Item Description:

S/No	Description	Quantity	Price	Amount
1	Soup Bowl Plain White	24 dozen		
2	Bowl Mixing Glass (3pcs set)	10 dozen		
3	Creamer Milk Ceramic	10 dozen		
4	Teacup/Mug, plain white	24 dozen		
5	Slat & Pepper Plastic transparent	7 dozen		
6	Juice Glass	15 dozen		
7	Water Glass	15 dozen		
8	Wine Glass	15 dozen		
9	Cup Measuring	7 dozen		
10	Plate Dinner - plain white	10 dozen		
11	Quarter Plate - plain white	10 dozen		
12	Platter Oval Serving Ceramic	4 dozen		



13	Sugar Bowl with Cover & spoon Ceramic	10 dozen		
14	Cutlery Tray - White	7dozen		
15	Fork Dinner S.S.	12 dozen		
16	Knife Dinner S.S.	12 dozen		
17	Spoon Tea S.S.	15 dozen		
18	Corkscrew bottle opener	10 dozen		
19	Cutting Board Acrylic 9"x12"	7 dozen		
20	Pan Baking Glass with cover	7 dozen		
21	Cookware Set Non-Stick Aluminum (9pcs set)	10 dozen		
22	Peeler Metal vegetable	7 dozen		
23	Pitcher Plastic medium size	15 dozen		
24	Spoon Cooking plain metal	7 dozen		
25	Spoon Cocking slotted metal	7 dozen		
26	Hand Mixer	5 dozen		
27	Kettle Tea High Style stainless steel	6 dozen		
28	Scissor Kitchen	7 dozen		
29	Spoon Dinner S.S.	15 dozen		
30	Spoon Cooking Non-Stick (5pcs Set)	5 dozen		
31	Bowl Storage Plastic mixing (8pcs Set)	7 dozen		
32	Tong Big	7 dozen		
33	Tong Small	7 dozen		
34	Colander S. S	2 dozen		
Total Amount: _____				

Site Visit for Item Exhibition at Consulate:

August 27th 2020 – 1100hrs. Interested participants to submit their information for access on/before August 26th 2020, 1100hrs latest.



U.S. CONSULATE GENERAL, KARACHI.

Estimated Delivery:

URGENT

Submission of Quote:

Quote must include delivery time, quality, pictures, and price. Please do not include substitute items within the list and quote in the pattern of the item numbers as reflected in this RFQ.

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:

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 KarachiFical@State.gov
2. One copy clearly marked "DUPLICATE Copy for Proc & Contracting." 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



U.S. CONSULATE GENERAL, KARACHI.

Karachi

For payment related queries contractor will contact Karachi Fiscal Office KarachiFical@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

52.249-2 Termination for Convenience of the Government (Fixed-Price)

(MAY 2004) Alternate I (APR 1984)

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 **September 1st, 2020 on/before 1200Hrs**, to **Procurement Contracting Officer, U.S. Consulate General Karachi**, or via Email to following email addresses:

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 **PR9365530**, in all your correspondence regarding this request for price quotation



U.S. CONSULATE GENERAL, KARACHI.