



**Embassy of the United States of America**

Islamabad, Pakistan  
Date: June 22, 2022  
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To: Offeror

Request No: **19PK3322Q1108**

From: Contracting Officer  
General Services Office  
U.S Embassy,  
Diplomatic Enclave, Ramna 5,  
Islamabad.

E-mail: [TaqiSM@state.gov](mailto:TaqiSM@state.gov); [AqeelM@state.gov](mailto:AqeelM@state.gov)

Phone: 92-51-2014948

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Subject: **Request for Quotation – Supply of Tires**

The U.S Embassy, Islamabad has an opportunity for the Open Market Offerors to participate in bidding for the “Supply of Tires”. This will a Firm-Fixed Price Purchase Order and bids from all potential offerors will be accepted based on assurance of genuine quality, capability, lead time for delivery and competitive price.

Offerors are encouraged to submit their bids before the deadline i.e., **July 06, 2022**. The quotes from the vendors only dealing in the **Similar Trade** will be accepted and are encouraged to participate in this Solicitation.

**Important Note:**

Only channel product should be quoted, bill of lading, import documents, and authorized dealer ship may be requested after submission of your quotation. Also provide quotation for fresh tires i.e., 2021-22 manufactured only. (Tempered, copy or refurbish item will be returned to vendor and no business opportunity shall be given again), Moreover quotation would be acceptable for mentioned or equivalent brands only.

**1. Item's Description**

S#	Descriptions	Quantity	Unit Price (PKR)	Total Price (PKR)
1	TIRE, TUBELESS, 265/65R17 for (TOYOTA PRADO) 44/51 PSI  (Dunlop, Michelin, Yokohama, Bridgestone, Continental, OR Equivalent Brand but specification must be same)	20 Each		
2	TIRE, TUBELESS, 275/65R17 (L/C 2007), 115/116H, SOFT  (Dunlop, Michelin, Yokohama, Bridgestone, Continental, OR Equivalent Brand but specification must be same)	56 Each		
			<b>Grand Total (PKR)</b>	

**2. Quote's Submission Due Date:**

The Quotations must be submitted electronically with subject line “Quotation for RFQ#19PK3322Q1108 – Supply of Tires” and must be received **on or before Close of Business (COB) Wednesday July 06, 2022**. No quotation will be accepted after the deadline.

Submit your quotations to the following email address:

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

**3. Requirements:**

- a) Prepare your quotation on your company letterhead in accordance with the requested details of this RFQ.
- b) Please include list of your clients, you sold similar items within the last two years.
- c) Delivery Period after receiving of Purchase Order
- d) Bid must be valid for 30 days from the closing date for this solicitation.
- e) Acceptance of our Net 30 days payment terms.
- f) Bidder must have a physical business address and good financial health, provide evidence for business address.
- g) Please provide reference of our Request Number 19PK3322Q1108 in all your correspondence regarding this RFQ.
- h) Please note that U.S. Embassy is exempted from applicable taxes, therefore, submit tax free quote. The Tax Exemption Certificate may be provided by the Embassy from Ministry of Foreign Affairs upon receipt of Proforma Invoice. This certificate's provision may take time of 45 – 60 days.

#### **4. Terms & Conditions:**

##### **a) Mode of Payment:**

Payment will be processed through EFT within 30 days of the date that a correct invoice conforming to the provisions of the Purchase Order is received at the Financial Management Office, US Embassy, Islamabad, and satisfactory completion of the delivery of acceptable items.

##### **b) Delivery Schedule/ Period of Performance:**

The delivery is required to be made within 25-30 days after receiving the PO. The vendor will deliver the supplies at Plot # 80 C, Street# 60, I-10/3, Islamabad. The deliveries will be accepted only on Tuesday and Thursday from 10:00 a.m. to 01:00 p.m. only, the vendors arriving after this time shall be returned without delivering the ordered material. Contact us at least three working days prior to delivery date and provide with full name/s (as written on CNIC) of the person, driver/helper who will deliver the stuff, along with particulars mentioned in the PO, vehicle/s to be used like make, model, color, and license plate (registration) number.

##### **c) Inspection & Acceptance:**

The Embassy Representative will inspect the items at the time of delivery or later to determine the quality, acceptability and payment shall be released accordingly. Any item found with change in Specs, Quality, Brand shall be returned to the vendor without entertaining the payment claim.

#### **5. Evaluation Criteria:**

The award will be made to the Lowest Price Technically Acceptable vendor that can meet the salient physical, functional, performance characteristics.

#### **6. FAR/ DOSAR Clauses applies on this Solicitation:**

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

FAR 52.252-2 Clauses Incorporated By Reference (FEB 1998)

This purchase order or BPA incorporates the following clauses 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 may be accessed electronically at this address:

<https://www.acquisition.gov/far>

DOSAR clauses may be accessed at: <http://www.statebuy.state.gov/dosar/dosartoc.htm>

**FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1) CLAUSES**

<b>NUMBER</b>	<b>TITLE</b>	<b>DATE</b>
52.204-9	Personal Identity Verification of Contractor Personnel (if contractor requires physical access to a federally controlled facility or access to a Federal information system)	JAN 2011
52.212-4	Contract Terms and Conditions – Commercial Items (Alternate I (MAY 2014) of 52.212-4 applies if the order is time-and-materials or labor-hour)	JAN 2017
52.225-19	Contractor Personnel in a Diplomatic or Consular Mission Outside the United States (applies to services at danger pay posts only)	MAR 2008
52.227-19	Commercial Computer Software License (if order is for software)	DEC 2007
52.228-3	Workers' Compensation Insurance (Defense Base Act) (if order is for services and contractor employees are covered by Defense Base Act insurance)	JUL 2014
52.228-4	Workers' Compensation and War-Hazard Insurance (if order is for services and contractor employees are not covered by Defense Base Act insurance)	APR 1984
52.249-2	Termination for Convenience of the Government (FixedPrice)	Apr 2012

**End**

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