



Embassy of the United States of America

Islamabad, Pakistan
Date: May 31, 2022
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To: Offeror

Request No: **19PK3322Q1099**

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

E-mail: AliZ4@state.gov; LatifM@state.gov

Phone: 92-51-2014417

Subject: **Request for Quotation – FORKLIFT**

The US Embassy, Islamabad has an opportunity for the Open Market Offerors to participate in bidding for the “FORKLIFT”. This will a Firm-Fixed Price Purchase Order and bids from all potential offerors will be accepted based on assurance of quality & durability of the required Ground Support Equipment (GSE), delivery/ lead time and competitive price.

1. Item’s Description

Sr. #	Item’s Details	Required Quantity
1	FORKLIFT Brand & Model: Caterpillar - DP50N Or Equivalent Capacity: 5.0 Ton With all allied accessories, operational & maintenance manuals <u>Specification / Features:</u> *Same as per aforementioned Model of Renowned Brand	01 each

2. Quotation’s Submission Date:

The Quotation must be submitted electronically on the following given email addresses with subject line “Quotation for RFQ# **19PK3322Q1099**– Forklift” no later than by or before Close of Business **Wednesday, June 15, 2022**. The Quotations arriving after the due date shall not be accepted.

AliZ4@state.gov & LatifM@state.gov

3. 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 and satisfactory completion of the delivery of acceptable items.

b) Delivery Schedule/ Period of Performance:

The delivery is required to be made within a month after receiving the PO. The delivery is required at **U.S. Consulate General Peshawar, Pakistan** and transportation & loading/offloading will be at part of the vendor.

c) Inspection & Acceptance:

The Embassy Representative will inspect the Forklift at the time of delivery or later to determine the acceptability and payment shall be released subsequently.

4. Requirements:

- a) Prepare your quotation on your company letterhead in accordance with the requested details of this Solicitation.
- 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) Quote/ Offer must be valid for 30 days from the closing date for this solicitation.
- e) Acceptance of Net 30 days payment terms of the Embassy.
- f) Bidder must have a physical business address and good financial health.
- g) The offeror will provide reference of our Request Number# **19PK3322Q1099** in all their correspondence.
- 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 after obtaining from Ministry of Foreign Affairs upon receipt of Proforma Invoice. This certificate’s provision may take time of 45 – 60 days.

5. 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

Clause No.	Title	Date
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 (Fixed Price)	Apr 2012

End