

REQUEST FOR QUOTES

**SGE50016Q0059, U.S. MANUFACTURED VAN FOR
AMERICAN EMBASSY BEIJING, CHINA**

The Regional Procurement Support Office Frankfurt (RPSOFR), Germany intends to issue a Firm-Fixed Price Commercial Item Purchase Order for one (1) vehicle including delivery, warranty and road-side assistance in Beijing, China.

NOTE: System for Award Management (SAM) registration is **mandatory** to be considered for award. Offerors may obtain information on registration and annual confirmation requirements via the internet at <https://www.sam.gov/portal>.

Companies shall provide their completed quotes to Mr. Hartmut Christe at Christeh@state.gov **no later than 12.00 p.m. (East Coast) on Wednesday, September 7, 2016 with the subject line 'SGE50016Q0059, Hartmut Christe'**.

REQUEST FOR QUOTATION (THIS IS NOT AN ORDER)		THIS RFQ <input type="checkbox"/> IS <input checked="" type="checkbox"/> IS NOT A SMALL BUSINESS SET-ASIDE		
1. REQUEST NO. SGE50016Q0059	2. DATE ISSUED 08/30/2016	3. REQUISITION/PURCHASE REQUEST NO.	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING
5a. ISSUED BY AMERICAN CONSULATE GENERAL FRANKFURT PSC 115 ATTN: PO BOX 1062 DPO, AE 09213-0115		6. DELIVER BY (date) 03/31/2017		
5b. FOR INFORMATION CALL (NO COLLECT CALLS)		7. DELIVERY <input type="checkbox"/> FOB DESTINATION <input checked="" type="checkbox"/> OTHER (See Schedule)		
NAME: Hartmut Christe EMAIL: christeh@state.gov		9. DESTINATION		
TELEPHONE NUMBER		a. NAME OF CONSIGNEE		
8. TO:		b. STREET ADDRESS SEE		
a. NAME:	b. COMPANY	- SCHEDULE		
c. STREET ADDRESS Contact:		c. CITY MULTI		
d. CITY	d. STATE	e. ZIP CODE	d. STATE XX	e. ZIP CODE 00000
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5a ON OR BEFORE CLOSE OF BUSINESS (Date) 09/07/2016 17:00:00		IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5a. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or services. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotation must be completed by the quoter.		

11. SCHEDULE (Include applicable Federal, State and Local taxes)

SEE LINE ITEMS SECTION

12. DISCOUNT FOR PROMPT PAYMENT	a. 10 CALENDAR DAYS (%)	b. 20 CALENDAR DAYS (%)	c. 30 CALENDAR DAYS (%)	d. CALENDAR DAYS	
				NUMBER	PERCENTAGE
NOTE: Additional provisions and representations [] are [X] are not attached.					
13. NAME AND ADDRESS OF QUOTER			14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15. DATE OF QUOTATION
a. NAME OF QUOTER			16. SIGNER		b. TELEPHONE
b. STREET ADDRESS					
c. COUNTY			a. NAME (Type or print)	AREA CODE	
d. CITY	e. STATE	f. ZIP CODE	c. TITLE (Type or print)	NUMBER	

INTRODUCTION

The Regional Procurement Support Office Frankfurt (RPSOFR), on behalf of the American Embassy Beijing, China, intends to award a firm fixed price purchase order payable entirely in the **currency indicated in block 11 of the Standard Form / SF18**. No additional sums will be payable on account of any escalation in the cost of materials, equipment or labor, or because of the contractor's failure to properly estimate or accurately predict the prices or difficulty of achieving the results required by this purchase order. Nor will the purchase order price be adjusted on account of fluctuations in the currency exchange rates. Any reference to a specific make or model in this document shall be used as a quality standard only. **This is NOT a brand name requirement.**

EFFECTIVE PERIOD OF PURCHASE ORDER

The purchase order shall be effective on the date of the Contracting Officer's signature, and shall remain valid until all vehicles have been received and accepted by the U.S. Government, and in accordance with the paragraph '**Delivery Schedule**' of this document.

SUPPLIES AND PRICES

The contractor shall provide to the U.S. Government the new U.S. manufactured Van per the specifications (SF18) for the stated firm fixed price. Further, the contractor shall properly perform pre-delivery inspection on the vehicles and deliver them to the location set forth in paragraph '**Place of Delivery**', of this document. The firm fixed price shall include the vehicle, pre-delivery inspection, and transportation to their ultimate destination (CLIN 002), certificates of origin, operator's manuals, warranty certificates, and any other documentation mandated by the destination country in accordance with the paragraph **Other Specific Requirements**, of this purchase order. All manuals shall be furnished in the English language.

PRICING DATA

Offerors shall insert their prices for the subject vehicles in the SF18. The prices shall include transportation of the vehicles either to the Customs facilities in Beijing, China, or to the contractor's vehicle dealership in Beijing, in accordance with FAR 52.247-42, C.I.F. Destination (April 1984), of this document.

NOTE: The offerors shall quote prices for the subject vehicles **without the customs duties and / or taxes** normally charged by the Government of China. The American Embassy in Beijing will assist the contractor in obtaining the necessary customs and tax exemption documentation, and arranging for duty free clearance of the vehicles imported in to China, in accordance with paragraph **Customs Clearance and Tax Exemptions** of this document.

COMPLIANCE WITH SPECIFICATIONS

Offerors shall submit with their offer for the proposed vehicle a detailed matrix indicating that the specifications of the offered vehicle are in compliance with the required minimum specifications set forth in the SF18 of this document. Any deviations to the required minimum specifications shall be clearly stated in the cover letter or a separate document. Product literature and / or catalog shall be provided as supplement to the specification data of the proposed vehicle model.

OTHER SPECIFIC REQUIREMENTS

The contractor shall comply with any specific vehicle import requirements mandated by the destination country. Further, the contractor shall provide all necessary documentation required by the destination country for import of the proposed vehicle model.

WARRANTY

2 years full manufactures warranty. The contractor shall have a local representative or dealer in Beijing, China. The contractor shall inform their local representative of vehicles warranty and availability of spare parts for at least five years at the local contractor shops.

The contractor agrees that the vehicles furnished under this purchase order shall be covered by the most favorable manufacturer's commercial warranty the contractor gives to any customer for such vehicles and that the rights and remedies provided herein are in addition to and do not limit any rights afforded to the US Government by any other clause of this purchase order.

The contractor shall provide a copy in English of the applicable manufacturer's commercial warranty, with each vehicle covered by such a warranty, at no additional cost to the US Government.

The contractor shall further provide, at the time of delivery of the vehicles, a list of the manufacturer's authorized workshop(s) in China which is / are capable of providing local maintenance and supplying spare parts for the proposed vehicle model.

PREPARATION FOR DELIVERY OF VEHICLES

The vehicle shall be supplied in drive-away condition, to include all fluid levels in normal operating ranges.

MARKING AND SUBMISSION OF DOCUMENTS

All vehicles and associated documents shall be labeled and marked for, and the shipping documents, including original bill(s) of lading, the certificates of origin or vehicle titles, and a copy of the commercial invoice(s), shall be submitted by courier or international courier to the consignee's following address:

American Embassy Beijing
Attn: GSO/Receiving Office
No. 55 An Jia Lou Road
Beijing, China 100600

For e-mails: shibl@state.gov

For Imported Vehicles: The documents required per **Other Specific Requirements** shall be submitted to Shi Baoling (see above) at the American Embassy in Beijing, in advance, so they can assist the contractor in obtaining, from the Government of China, the necessary customs and tax exemption documentation for the duty free clearance, prior to arrival of the vehicles in Tirana.

PLACE OF DELIVERY AND SCHEDULE

The vehicle shall be delivered C.I.F. destination (FAR 52.247-42, C.I.F. Destination (April 1984)) either to the customs facilities in Beijing, China, or to the contractor's vehicle dealership in Beijing, within **one-hundred eighty (180) calendar** days after award of the purchase order.

Offerors shall contact Shi Baoling at shibl@state.gov, 8531-3279 for detailed labeling instructions and all matters of delivery. The offeror shall confirm, in the quote, the name and address of its vehicle dealership in Beijing.

The contractor shall coordinate delivery of the vehicles Shi Baoling at shibl@state.gov, 8531-3279. The post-award points of contact (see paragraph below) shall be copied on all e-mails.

CUSTOMS CLEARANCE AND TAX EXEMPTIONS

The US Government will assist the contractor in obtaining customs clearance and tax exemption documentation, from the Government of China.

INSPECTION AND ACCEPTANCE OF VEHICLES

The inspection and acceptance of the vehicle shall be performed by the US Government upon their arrival at the Customs Facilities in Beijing, China, or at the contractor's vehicle dealership in Beijing. The payment(s) to the contractor shall be made following satisfactory inspection and acceptance of the vehicles, and upon presentation of the certificates of origin or vehicle titles to the Office of ICE at the American Embassy in Beijing, China.

POST AWARD POINTS OF CONTACT

The post award points of contact at the American Embassy Beijing, China, are:

- Shi Baoling at shibl@state.gov, tel.: 8531-3279
- Zhai Shuqing at shuqing.zhai@associates.ice.dhs.gov, tel.: 8531-3741

SUBMISSION OF INVOICES

The original invoice(s) and two copies, along with a copy of the applicable bill(s) of lading, shall be submitted to the following office for payment:

American Embassy Beijing
ATTN: FMO/DBO (purchase order SGE50016M...)
No. 55 An Jia Lou Road
Beijing, China 100600

There shall be no advance payment under this purchase order. Payment will be made via Electronic Fund Transfer (EFT) in accordance with Federal Acquisition Regulation FAR 32.9 "Prompt Payment". The original invoice shall be issued to the address as provided in block # 21 on the first page of the order and may be either mailed to that address or e-mailed as a pdf document to the POCs.

The contractor shall further e-mail one copy (pdf file) of each invoice to the following office as record for the contract file:

Purchase Order SGE50016M (to be provided after award)

ATTN: Frankfurt.SSB@state.gov

PERIOD FOR ACCEPTANCE OF OFFERS

Offerors agree to hold the prices in its offer firm for **ninety (90) calendar days** from the date specified for receipt of offers.

CHOICE OF LAW

This purchase order shall be construed and interpreted in accordance with the substantive laws of the United States of America. By the execution of this order, the contractor expressly agrees to waive any rights to invoke the jurisdiction of local national courts where this purchase order is performed and agrees to accept the exclusive jurisdiction of the United States Civilian Board of Contract Appeals and the United States Court of Federal Claims for hearing and determination of any and all disputes that may arise under FAR clause 52.233-1 – Disputes (May 2014) of this order.

ACQUISITION METHOD

The US Government is conducting this acquisition using the simplified acquisition procedures in Part 13 of the Federal Acquisition Regulation (FAR). If the dollar amount exceeds the simplified acquisition threshold, the Government will be using the test program for commercial items authorized by Subpart 13.5 of the FAR.

This order includes by reference the ‘clauses for purchase orders and blanket purchase agreements awarded – commercial items’ which can be found under <http://germany.usembassy.gov/rps/section> ‘ Solicitation Notices and Terms and Conditions’.

PLACE OF PERFORMANCE

The contractor’s place of performance for this purchase order is (to be inserted by the offeror):

END OF DOCUMENT