EMBASSY OF THE
UNITED STATES OF AMERICA
P.O. BOX 606 - 00621, VILLAGE MARKET
NAIROBI, KENYA

October 9, 2019

Dear Prospective Offeror,

SUBJECT: RFQ.NO. PR8730404 - INL PR8730404 - NPS IAU IT EQUIPMENT - 1.
The Embassy of the United States of America, Nairobi, invites you to submit a quotation for Supply of Assorted IT equipment based on the provided Scope of work/ Technical specifications.

The U.S. Government intends to award a Purchase Order to a responsible vendor submitting a technically acceptable quotation at a reasonable price. This RFQ does not commit the Embassy to make any award. The Embassy may cancel the RFQ entirely or in part without any obligation its part.

Your proposal **MUST** be submitted in two forms as follows;

1. **RFQ No. PR8730404 FINANCIAL PROPOSAL:** This entails the **price quotation** indicating unit price for each line item and total prices *(Must have the Company Letter Head or Company Stamp/ Seal including your quotation Reference Number i.e. PR8730404 - INL PR8730404 - NPS IAU IT EQUIPMENT 1.)*

2. **RFQ No. PR8730404 TECHNICAL PROPOSAL:** This entails **technical specification of proposed items, in view of our RFQ document provided.** *(**Must not** have your Letter Head or Company Stamp/Seal i.e. it should be on plain paper). Your quotation reference number i.e. PR8730404 - INL PR8730404 - NPS IAU IT EQUIPMENT 1) required on this which matches the price proposal number.)*

Bidding Start Date: October 9th, 2019.
Bid Closing Date: October 24th, 2019 2.00PM East African Time.

The RFQ should be addressed to The Contracting Officer, American Embassy and e-mailed through; **NairobiGSO-bids@state.gov**, with a copy to **NandieJJ@state.gov**.

The U.S. Government intends to award a Purchase order to the responsible vendor submitting a technically acceptable quote with the lowest price, based on initial quotation without holding discussions, although we may hold discussions with companies in the competitive range, should there be the need to do so. Prior to contract award, the successful offeror(s) will be required to have a DUNS number and be registered in SAM/COR through the following sites: DUNS – www.dnb.com and SAM/CCR www.sam.gov.

Direct any questions regarding this solicitation to the **Contracting Officer, Nairobi** via NairobiGSO-bids@state.gov and NandieJJ@state.gov, during regular business hours.
Sincerely,

Lance Posey
Contracting Officer

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS
OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30

1. REQUISITION NUMBER

2. CONTRACT NO.	3. AWARD/EFFECTIVE DATE	4. ORDER NUMBER	5. SOLICITATION NUMBER	6. SOLICITATION ISSUE DATE
			PR8730404	OCTOBER 9TH, 2019

7. FOR SOLICITATION INFORMATION CALL:	a. NAME	b. TELEPHONE NUMBER(No collect calls)	8. OFFER DUE DATE/ LOCAL TIME
	LANCE L POSEY	254-363-6075	OCTOBER 24TH, 2019 /2PM

9. ISSUED BY CODE KE500

AMERICAN EMBASSY NAIROBI
U.N AVENUE GIGIRI
P.O BOX 606,00621
ATT: GSO PROCUREMENT
NAIROBI KENYA

10. THIS ACQUISITION IS
- ☒ UNRESTRICTED
- ☐ SET ASIDE:____ % FOR:
- ☐ SMALL BUSINESS
- ☐ WOMEN-OWNED SMALL BUSINESS
- ☐ HUBZONE SMALL BUSINESS
- ☐ (WOSB) ELLIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM NAICS:
- ☐ SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS
- ☐ EDWOSB
- ☐ 8 (A) SIZE STANDARD:

11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED
☐ SEE SCHEDULE

12. DISCOUNT TERMS

☐ 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)

13b. RATING

14. METHOD OF SOLICITATION
☒ RFQ ☐ IFB ☐ RFP

15. DELIVER TO CODE

AMERICAN EMBASSY NAIROBI
U.N AVENUE GIGIRI GSO
NAIROBI KENYA

16. ADMINISTERED BY CODE

AMERICAN EMBASSY NAIROBI
U.N AVENUE GIGIRI, P.O BOX 606,00621
ATT:GSO PROCUREMENT NAIROBI, KENYA

17a. CONTRACTOR/ OFFERER CODE FACILITY CODE

TELEPHONE NO.

18a. PAYMENT WILL BE MADE BY CODE

AMERICAN EMBASSY NAIROBI
U.N AVENUE GIGIRI, P.O BOX 606,00621,
NAIROBI, KENYA
ATT: FINANCIAL MANAGEMENT OFFICE

☐ 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER

18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED ☐ SEE ADDENDUM

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	REQUEST FOR QUOTATION FOR IT EQUIPMENT (RFQ. NO. PR8730404) **BASED ON THE PROVIDED SCOPE OF WORK.** *(Use Reverse and/or Attach Additional Sheets as Necessary)*	See attached scope			

25. ACCOUNTING AND APPROPRIATION DATA

26. TOTAL AWARD AMOUNT *(For Govt. Use Only)*

☐ 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA ☐ ARE ☐ ARE NOT ATTACHED

☒ 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA ☒ ARE ☐ ARE NOT ATTACHED

☒ 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN _2___ COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.

☐ 29. AWARD OF CONTRACT: REF. _____ OFFER DATED _____. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:

30a. SIGNATURE OF OFFEROR/CONTRACTOR

31a. UNITED STATES OF AMERICA *(SIGNATURE OF CONTRACTING OFFICER)*

30b. NAME AND TITLE OF SIGNER *(Type or print)*	30c. DATE SIGNED	31b. NAME OF CONTRACTING OFFICER *(Type or print)*	31c. DATE SIGNED
		LANCE L POSEY	

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION IS NOT USABLE

Computer Generated

STANDARD FORM 1449 (REV. 02/2012)
Prescribed by GSA - FAR (48 CFR) 53.212

RFQ. NO. PR8730404 - INL PR8730404 - NPS IAU - IT EQUIPMENT I			
TECHNICAL SPECIFICATIONS/ STATEMENT OF WORK (SOW)			
CLIN	**Product, or Equivalent**	**Specifications - same or similar**	**Qty**
1	HP ProBook 650 G4, or Equivalent	processor: Generation 7 or later - 2.6mhz Windows 10 Pro 64-bit 16 GB RAM 512 GB SSD NVMe DVD-Writer 15.6" IPS 1920 x 1080 (Full HD) Bluetooth	40
2	Kensington Laptop Lock Keyed, or Equivalent	Keyed security cable lock for laptop, 4 ft	40
3	Case Logic 15.6" Top Loading Laptop Carrying Case, or Equivalent	tailored case compatible with laptop procured in CLIN 1; padded laptop compartment walls provide extra protection; top load access allows user to easily slide laptop in and out; carry comfortably with padded handles and a removable strap with anti-slip shoulder pad	40
4	VicTsing MM057 2.4G Wireless Mouse, or Equivalent	Wireless Optical Mouse with USB Receiver, 5 Adjustable CPI Levels, 6 Buttons for Laptop, Black, Must be compatible with laptop procured in CLIN 1	40
	HP Color Laserjet Pro MFP M477fdn, or Equivalent	Multi-functional color printer with capability to print, copy, scan, fax; wireless; Print speed letter: Up to 27 ppm (black and color); Auto duplex printing; Scan to email/PDF; 100-sheet automatic document feeder	4
6	HP Toner cartridges (color and BW)	HP Toner Cartridges MUST BE COMPATIBLE WITH PRINTERS PROCURED IN CLIN 5: • HP 410X Black LaserJet Toner Cartridge (6,500 pages) CF410a = $110 • HP 410X Cyan LaserJet Toner Cartridge (5,000 pages) CF411a = $113 • HP 410X Yellow LaserJet Toner Cartridge (5,000 pages) CF412a = $113 • HP 410X Magenta LaserJet Toner Cartridge (5,000 pages) CF413a = $113	12
7	HP Black and White LaserJet Enterprise Flow MFP M527z, or Equivalent	Multifunctional black and white printer with capabilty to print, copy, scan, fax; print speed letter: Up to 45 ppm (B&W); auto duplex printing; 2 paper trays (standard)	4

8	HP Toner cartridges (BW)	HP Toner Cartridges MUST BE COMPATIBLE WITH PRINTERS PROCURED IN CLIN 7: • HP 87A Black LaserJet Toner Cartridge (9,000 pages) = $255	12
9	Epson EB-X39 XGA 3LCD Projector, or Equivalent	Native Resolution: 1024 x 768 (XGA) Color Brightness: 3300 lumens White Brightness: 3300 lumens HDMI Connectivity	2
10	Epson ES3000 Ultra Portable Projector Screen, or Equivalent	opens to three sizes: standard 4:3, widescreen 16:9 or widescreen 16:10 wheeled case one-piece design, no assembly	2
11	Logitech R400 Wireless Presenter, or Equivalent	Slideshow clicker: support hyperlinks, Volume Control Red laser pointer: Wireless presentation pointer supports MS Word, Excel, PowerPoint, ACD See, website, iWork (Keynote & Numbers & Pages) Google Slides	4

SHIPPING ADDRESS:

LOCAL VENDORS:

DEPARTMENT OF STATE
U.N. AVENUE GIGIRI; PO BOX 606,00621
ATTN: GSO-WAREHOUSE - 1901.0
NAIROBI
KENYA

OVERSEES VENDORS:

IKUN, LLC - AMERICAN EMBASSY NAIROBI
2801 ROUTE 130 UNIT 1
NORTH BRUNSWICK, NJ 08902

Requisition Number: PR8730404

Requisition Title: INL PR8730404 - NPS IAU IT Equipment - 1

Purchase Request: PR8730404
Request Type: Purchase Order
Requesting Office: AMERICAN EMBASSY NAIROBI
Issued on Tue, 08 Oct, 2019
Created on Tue, 08 Oct, 2019 by Roselyn Linguli

Vendor:

NOVENDOR
,
UNITED STATES
Contact: 0

Ship To:

Department of State
U.N. AVENUE GIGIRI; PO BOX 606,00621
ATTN: GSO-WAREHOUSE - 1901.0
NAIROBI
KENYA

Deliver To:
Roselyn Linguli

Bill To:

Department of State
U.N. AVENUE GIGIRI; PO BOX 606,00621
ATTN: US EMBASSY FMC - 1901.0
NAIROBI
KENYA

Funding:

Type	Amount(Local Currency)	Amount(USD)	Details
Commodity Accounting Line	$0.00 USD	$0.00 USD	————

ICASS:

Number	ICASS Agency	Amount
1		$0.00 USD

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
1	**HP ProBook 650 G4, or Equivalent Qty: 40 ...**		each	40	Tue, 31 Dec, 2019	$0.00 USD	$0.00 USD

HP ProBook 650 G4, or Equivalent Qty: 40 Technical specs are listed in the attachment.

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
2	**Kensington Laptop Lock Keyed, or Equivalent ...**		each	40	Tue, 31 Dec, 2019	$0.00 USD	$0.00 USD

Kensington Laptop Lock Keyed, or Equivalent Qty: 40 Technical Specs are listed in attachment

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
3	**HP H2W17AA Essential Top Load Case, or ...**		each	40	Tue, 31	$0.00 USD	$0.00 USD

Dec, 2019

HP H2W17AA Essential Top Load Case, or Equivalent Qty: 40 Technical Specs are listed in attachment.

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
4	**Vcom DM504 6D Wireless Optical Mouse, or ...**		each	40	Tue, 31 Dec, 2019	$0.00 USD	$0.00 USD

Vcom DM504 6D Wireless Optical Mouse, or Equivalent Qty: 40 Technical Specs are listed in attachment.

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
5	**HP Color Laserjet Pro MFP M477fdn, or ...**		each	4	Tue, 31 Dec, 2019	$0.00 USD	$0.00 USD

HP Color Laserjet Pro MFP M477fdn, or Equivalent Qty: 4 Technical Specs are listed in attachment.

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
6	**HP Toner cartridges (color and BW) Qty: 12 of...**		each	12	Tue, 31 Dec, 2019	$0.00 USD	$0.00 USD

HP Toner cartridges (color and BW) Qty: 12 of each toner Technical Specs are listed in attachment.

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
7	**HP Black and White LaserJet Enterprise Flow ...**		each	4	Tue, 31 Dec, 2019	$0.00 USD	$0.00 USD

HP Black and White LaserJet Enterprise Flow MFP M527z, or Equivalent Qty: 4 Technical Specs are listed in attachment

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
8	**HP Toner cartridges (BW) Qty: 12 Technical ...**		each	12	Tue, 31 Dec, 2019	$0.00 USD	$0.00 USD

HP Toner cartridges (BW) Qty: 12 Technical Specs are included in Attachment.

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
9	**Epson EB-X39 XGA 3LCD Projector, or ...**		each	2	Tue, 31 Dec, 2019	$0.00 USD	$0.00 USD

Epson EB-X39 XGA 3LCD Projector, or Equivalent Qty: 2 Technical Specs are listed in Attachment.

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
10	**Epson ES3000 Ultra Portable Projector Screen,...**		each	2	Tue, 31 Dec, 2019	$0.00 USD	$0.00 USD

Epson ES3000 Ultra Portable Projector Screen, or Equivalent Qty: 2 Technical Specs are included in Attachment.

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
11	**Logitech R400 Wireless Presenter, or ...**		each	4	Tue, 31 Dec, 2019	$0.00 USD	$0.00 USD
	Logitech R400 Wireless Presenter, or Equivalent Qty: 4 Technical Specs are listed in Attachment.						
						Total	$0.00 USD

Status: Submitted

Approvals					
Required	**Status**	**Reason**	**Approver**	**Approved By**	**Date**
Required	Approved	Approver 1: Organizational Approver 1	Nairobi INL/AME Approvers	Meagan E Jones	Tue, 08 Oct, 2019
Required	Ready	Approver 3: Procurement Team	Nairobi Procurement Team		
Required	Pending	Approver 4: B&F	Nairobi Accounting		
Required	Pending	Approver 5: FMO	Nairobi FMO Group		
Required	Pending	Approver 7: Final Approver	Nairobi Contracting Officers		

Requisition Attachments

- ATTACHMENT by **Roselyn Linguli** on *Tuesday, October 8, 2019 at 1:09 PM*
  Technical Specs NPS IAU+ICT Cluster1 -PR8730404.xlsx (13257 bytes)