



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

August 28, 2019

Dear Prospective Offeror,

SUBJECT: REQUEST FOR QUOTATION PR8402491:

The Embassy of the United States of America, Nairobi, invites you to submit a proposal for ACN: Publications.

The U.S. Government intends to award a Purchase Order to a responsible company submitting an acceptable quotation at a reasonable price. The RFQ does not commit the American Embassy to make any award. The Embassy may cancel this RFQ or any part of it.

Your proposal must be submitted in two proposals as follows;

1. RFQ No. **PR8402491 FINANCIAL PROPOSAL:** This entails the price quotation indicating unit and total prices before VAT (*Must have the Company Letter Head or Company Stamp/ Seal including your quotation Reference Number*).
2. RFQ No. **PR8402491 TECHNICAL PROPOSAL** (*Must not have your Letter Head or Company Stamp/Seal i.e. it should be on plain paper*). Your quotation reference number is required on this which matches the price proposal number)

Start Date: August 28th 2019

Closing Date: September 12th 2019 10.00 am East African time.

Addressed to

**The Contracting Officer, America Embassy through NairobiGSO-bids@state.gov
With a copy to KangiriJW@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 quotations without holding discussions, although we may hold discussions with

companies in the competitive range if there is a 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** NairobiGSO-bids@state.gov and KangiriJW@state.gov during regular business hours

A handwritten signature in black ink, appearing to read 'Lance Posey', with a long horizontal flourish extending to the right.

Lance Posey
Contracting Officer

| | | | | | | | | | |
|--|--|-------------------------------------|---------------------------------|---|---|---|---|--|------------|
| SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30</i> | | | | 1. REQUISITION NUMBER PR8402491 | | PAGE 1 OF 1 | | | |
| 2. CONTRACT NO. TBA | | 3. AWARD/EFFECTIVE DATE: TBA | | 4. ORDER NUMBER TBA | | 5. SOLICITATION NUMBER PR8402491 | | 6. SOLICITATION ISSUE DATE August 28th, 2019 | |
| 7. FOR SOLICITATION INFORMATION CALL | | | a. NAME Julia Kangiri | | | b. TELEPHONE NUMBER(No collect calls) 0203636000 | | 8. OFFER DUE DATE/ LOCAL TIME September 12th, 2019 at 10:00 East African Time | |
| 9. ISSUED BY GSO/Procurement Office U.S Embassy, P.O Box 606-00621, Village Market Nairobi | | | | 10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> 8(A) NAICS: SIZE STD: | | 11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE <input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13b. RATING | | 12. DISCOUNT TERMS | |
| 15. DELIVER TO U.S. Embassy GSO Procurement – Nairobi, Kenya | | | | 16. ADMINISTERED BY U.S. Embassy Nairobi, Kenya | | | | | |
| 17a. CONTRACTOR/OFFEROR | | | | 18a. PAYMENT WILL BE MADE BY U.S. Embassy Financial Management Center Nairobi, Kenya | | | | | |
| TELEPHONE NO. <input type="checkbox"/> 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 <input type="checkbox"/> SEE ADDENDUM | | | | | |
| 19. ITEM NO. | | 20. SCHEDULE OF SUPPLIES/SERVICES | | | 21. QUANTITY | 22. UNIT | 23. UNIT PRICE | | 24. AMOUNT |
| 1 | | ACN: Publications | | | 1 | | See attached PR | | |
| 25. ACCOUNTING AND APPROPRIATION DATA | | | | | | | 26. TOTAL AWARD AMOUNT (For Govt. Use Only) | | |
| <input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-3. FAR 52.212-4 AND 52.212-5 ARE ATTACHED. ADDENDA <input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED. <input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED. | | | | | | | | | |
| <input type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN _____ 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. | | | | | <input type="checkbox"/> 29. AWARD OF CONTRACT: 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 Posey | | | | |

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STANDARD FORM 1449 (REV 4/2002)
Prescribed by GSA - FAR (48 CFR) 53.212



Requisition Number: PR8402491

Requisition Title: PAS - ACN: Publications

Purchase Request: PR8402491
Request Type: Requisition
Requesting Office: AMERICAN EMBASSY NAIROBI
 Issued on Tue, 25 Jun, 2019
 Created on Tue, 25 Jun, 2019 by Philip Asusa

Vendor:
 NOVENDOR
 UNITED STATES

Ship To:
 Department of State
 U.N. AVENUE GIGIRI; PO BOX 606,00621
 ATTN: PAS - 1967.0
 NAIROBI
 KENYA

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

Deliver To:
 Philip Asusa

Funding:

| Type | Amount(Local Currency) | Amount(USD) | Details |
|---------------------------|------------------------|-------------|---------|
| Commodity Accounting Line | \$0.00 USD | \$0.00 USD | |

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|--|-------------|------|-----|-------------------|------------|-----------------|
| 1 | Enter a description for this item. ... Enter a description for this item. Columbia Journalism Review (Membership) 1 Year Issue: Issues: 12 Language(s): English | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|--|-------------|------|-----|-------------------|------------|-----------------|
| 2 | Enter a description for this item. ... Enter a description for this item. Downbeat (Print) ISS: 0012-5768 1 Year Issues: 12 Language(s): English Title Volume: 86 (2019) | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|--|-------------|------|-----|----------------------|------------|-----------------|
| 3 | <p>Enter a description for this item.</p> <p>Essence...</p> <p>Enter a description for this item.</p> <p>Essence Magazine (Print) ISSN: 0014-0880 1 Year Issues: 12 Language(s): English</p> | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|---|-------------|------|-----|----------------------|------------|-----------------|
| 4 | <p>Enter a description for this item.</p> <p>Fortune (...)</p> <p>Enter a description for this item.</p> <p>Fortune (Print) ISSN: 0015-8259 1 Year Issues: 12 Language(s): English Title Volume: 2019</p> | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|--|-------------|------|-----|----------------------|------------|-----------------|
| 5 | <p>Enter a description for this item.</p> <p>Harpers...</p> <p>Enter a description for this item.</p> <p>Harpers Magazine (Print + Online) ISSN: 0017-789X 1 Year Issues: 12 ISSN-E: 2169-7612 Language(s): English Title Volume: 2019</p> | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|---|-------------|------|-----|----------------------|------------|-----------------|
| 6 | <p>Enter a description for this item.</p> <p>Harvard...</p> <p>Enter a description for this item.</p> <p>Harvard Health Letter (Print + Online) ISSN: 1052-1577 1 Year Issues: 12 ISSN-E: 1557-5616 Language(s): English Title Volume: 2019</p> | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|--|-------------|------|-----|----------------------|------------|-----------------|
| 7 | <p>Enter a description for this item.</p> <p>Harvard...</p> <p>Enter a description for this item.</p> <p>Harvard Men's Health Watch (Print + Online) ISSN: 1089-1102 1 Year Issues: 12 ISSN-E: 1943-5126</p> | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |

Language(s): English

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|--|-------------|------|-----|-------------------|------------|-----------------|
| 8 | Enter a description for this item. | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |
| | Make: ... Enter a description for this item. | | | | | | |
| | Make: Technology on Your Time (Print + Digital) ISSN: 1556-2336 1 Year Issues: 6 Language(s): English Title Volume: 67 to 72 (2019) | | | | | | |

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|---|-------------|------|-----|-------------------|------------|-----------------|
| 9 | Enter a description for this item. | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |
| | ... Enter a description for this item. | | | | | | |
| | Minority Business Entrepreneur (MBE) (Print) ISSN: 1048-0919 1 Year Issues: 12 Language(s): English Title Volume: 2019 | | | | | | |

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|---|-------------|------|-----|-------------------|------------|-----------------|
| 10 | Enter a description for this item. | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |
| | Poets &... Enter a description for this item. | | | | | | |
| | Poets & Writers Magazine (Print) ISSN: 0891-6136 1 Year Issues: 12 Language(s): English Title Volume: 2019 | | | | | | |

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|--|-------------|------|-----|-------------------|------------|-----------------|
| 11 | Enter a description for this item. | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |
| | Utne ... Enter a description for this item. | | | | | | |
| | Utne Reader (Print) ISSN: 1544-2225 1 Year Issues: 12 Language(s): English Title Volume: 2019 | | | | | | |

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|------------------------------------|-------------|------|-----|-------------------|------------|-----------------|
| 12 | Enter a description for this item. | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |
| | Foreign... | | | | | | |

Enter a description for this item.

Foreign Affairs (Print)
 ISSN: 0015-7120 1 Year Issue: 12
 Language(s): English

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|-------------|-------------|------|-----|-----------------|------------|-----------------|
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| 13 | Enter a description for this item. | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |
|----|------------------------------------|--|------|----|-------------------|------------|------------|

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Enter a description for this item.

Sports Illustrated (Print)
 ISSN: 0038-822X 1 Year Issues: 12
 Language(s): English

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
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| 14 | Enter a description for this item. | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |
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Enter a description for this item.

American Political Science
 Period 1. Issues: 12

SKE: 46868919

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|-------------|-------------|------|-----|-----------------|------------|-----------------|
|------|-------------|-------------|------|-----|-----------------|------------|-----------------|

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| 15 | Enter a description for this item. | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |
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Enter a description for this item.

Chronicle of Higher Education

SKE: 205449002

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|-------------|-------------|------|-----|-----------------|------------|-----------------|
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| 16 | Enter a description for this item. | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |
|----|------------------------------------|--|------|----|-------------------|------------|------------|

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Enter a description for this item.

Computers in Libraries

Period of 1 year. Issues: 12
 SKE: 29319058

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|------|-------------|-------------|------|-----|-----------------|------------|-----------------|
|------|-------------|-------------|------|-----|-----------------|------------|-----------------|

17 **Enter a description for this item.** each 12 Tue, 03 Sep, 2019 \$0.00 USD \$0.00 USD

MIT ...
 Enter a description for this item.
 MIT Sloan Management Review
 For a period of 1 year. Issues 12
 SKE: 582916078

| Item | Description | Part Number | Unit | Qty | Vendor Delivery | Unit Price | Extended Amount |
|--------------|--|-------------|------|-----|-------------------|------------|-----------------|
| 18 | Enter a description for this item. | | each | 12 | Tue, 03 Sep, 2019 | \$0.00 USD | \$0.00 USD |
| | ... | | | | | | |
| | Enter a description for this item. | | | | | | |
| | Talent Development - Print+Online for institutions | | | | | | |
| | SKE: 12844524 | | | | | | |
| Total | | | | | | | \$0.00 USD |

Status: Submitted

| Approvals | | | | | |
|--------------|----------|---|------------------------------|--------------------|-------------------|
| Required | Status | Reason | Approver | Approved By | Date |
| Not Required | Ready | Approver 6: Watcher - Optional Approver | Nairobi Watcher Group | | |
| Required | Approved | Approver 1: Organizational Approver 1 | Nairobi PAS Approvers | Paul S. Watzlavick | Mon, 05 Aug, 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 Comments

- Philip Asusa, 07/22/2019:
 PAS-ACN wishes to suggest at least two vendors:
 1. WT Cox Information Services
 201 Village Road
 Shallotte, NC 28470
 Phone: (800) 571-9554.
 - 2.EBSCO Information Services.
- Please charge PDPR02
 Not to exceed \$8,000 (Philip Asusa, Mon, 22 Jul, 2019)