



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

November 20, 2019

Dear Prospective Offeror,

SUBJECT: REQUEST FOR QUOTATION NUMBER PR8805225 – SUPPLY OF LOW SULFUR DIESEL FOR NEC EMERGENCY GENERATORS.

The Embassy of the United States of America, Nairobi, invites you to submit a request for proposal for supply of diesel as per attached **PR8805225**.

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 separate attachments addressed to: To the Contracting Officer, American Embassy, through NairobiGSO-bids@state.gov With a copy to kiroriNM@state.gov; **on or before December 4th, 2019 at 4pm**. The subject heading should be as follows:

1. RFQ NO. PR8805225 PRICE PROPOSAL

Note:

- The Vendor must meet the following criteria:
 - Must have Energy Regularity Commission certificate (transport/Wholesale).
 - Must have all mandatory trading licenses.
- US Embassy Nairobi Payment terms are 30 days after delivery of products or services and upon submission of a proper invoice.
- Separate the VAT amount from the charges on the line item and show them separately. The Embassy is VAT zero-rate.

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 kiroriNM@state.gov during regular business hours.

Sincerely,

Lance Posey
Contracting Officer.



Requisition Number: PR8805225
Requisition Title: LOW SULFUR DIESEL FUEL FOR POST GENERATORS

Purchase Request: PR8805225
 Request Type: Requisition
 Requesting Office: AMERICAN EMBASSY NAIROBI

Vendor:
 NOVENDOR
 UNITED STATES

Ship To:
 Department of State
 U.N. AVENUE GIGIRI; PO BOX 606.00621
 ATTN: FM-RESIDENTIAL - 1901.0
 NAIROBI
 KENYA

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
1	Supply and delivery of low sulfur diesel fuel...		each	60,000	Thu, 12 Dec, 2019	\$0.00 USD	\$0.00 USD
Supply and delivery of low sulfur diesel fuel for post generators. Fuel delivery tank must have fuel pump to deliver fuel to our tanks							

Bill To:
 Department of State
 U.N. AVENUE GIGIRI; PO BOX 606.00621
 ATTN: US EMBASSY FMC - 1901.0
 NAIROBI
 KENYA

Funding:

Type	Percentage	Amount(Local Currency)	Amount(USD)	Details
Commodity Accounting Line	100%	\$0.00 USD	\$0.00 USD	

Total \$0.00 USD

Status: Submitted

Approvals

Required	Status	Reason	Approver	Approved By	Date
Required	Approved				
Not Required	Ready	Approver 6: Watcher - Optional Approver	Nairobi Watcher Group		
Required	Approved	Approver 2: Organizational Approver 2	Nairobi FM Approvers		
Required	Ready	Approver 3: Procurement Team	Nairobi Procurement		

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER	PAGE 1 OF 33
2. CONTRACT NO.	3. AWARD/EFFECTIVE DATE	4. ORDER NUMBER	5. SOLICITATION NUMBER PR8805225	6. SOLICITATION ISSUE DATE NOVEMBER 20, 2019	
7. FOR SOLICITATION INFORMATION CALL: 	a. NAME LANCE L POSEY		b. TELEPHONE NUMBER(No collect calls) 254-363-6075	8. OFFER DUE DATE/ LOCAL TIME DECEMBER 4, 2019 /4PM	
9. ISSUED BY AMERICAN EMBASSY NAIROBI U.N AVENUE GIGIRI P.O BOX 606,00621 ATT: GSO PROCUREMENT NAIROBI KENYA		CODE KE500	10. THIS ACQUISITION IS <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: _____ % FOR: <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS <input type="checkbox"/> (WOSB) ELLIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM NAICS: <input type="checkbox"/> EDWOSB <input type="checkbox"/> 8 (A) SIZE STANDARD:		
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	12. DISCOUNT TERMS	<input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		13b. RATING	
15. DELIVER TO AMERICAN EMBASSY NAIROBI U.N AVENUE GIGIRI GSO NAIROBI KENYA		CODE	16. ADMINISTERED BY AMERICAN EMBASSY NAIROBI U.N AVENUE GIGIRI, P.O BOX 606,00621 ATT:GSO PROCUREMENT NAIROBI, KENYA		
17a. CONTRACTOR/OFFERER TELEPHONE NO.	CODE	FACILITY CODE	18a. PAYMENT WILL BE MADE BY AMERICAN EMBASSY NAIROBI U.N AVENUE GIGIRI, P.O BOX 606,00621, NAIROBI, KENYA ATT: FINANCIAL MANAGEMENT OFFICE		
<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
	REQUEST FOR QUOTATION FOR (RFQ. NO. PR8805225) BASED ON THE PROVIDED SPECS. <i>(Use Reverse and/or Attach Additional Sheets as Necessary)</i>		See attached specs.		
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, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA			<input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED		
<input checked="" type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED. ADDENDA			<input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED		
<input checked="" type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>2</u> 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: 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) LANCE L POSEY		31c. DATE SIGNED	