



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

June 3, 2020

Dear Prospective Offeror,

**Subject: Request for Quotation PR9202040- Eppendorf Pipettes**

Enclosed is a Request for Quotation (RFQ) for purchase of **Eppendorf Pipettes**. If you would like to submit a quotation, follow the instructions below and complete the required portions of the attached SF1449 document and submit it to the address shown below.

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 documents as follows;

1. RFQ. **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. **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)

This must be submitted via email on or before **June 17<sup>th</sup> 2020 at 10.00 am** addressed to

**The Contracting Officer, America Embassy email [NairobiGSO-bids@state.gov](mailto:NairobiGSO-bids@state.gov) Copied to [nambubilo@state.gov](mailto:nambubilo@state.gov)**

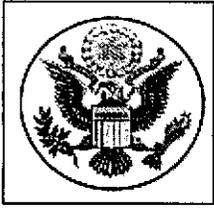
The U.S. Government intends to award a purchase order to the responsible vendor submitting a technically acceptable quote with the lowest price, based on initial quotations without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so. 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](http://www.dnb.com) and SAM/CCR [www.sam.gov](http://www.sam.gov).

Direct any questions regarding this solicitation to the **Contracting Officer, Nairobi [NairobiGSO-bids@state.gov](mailto:NairobiGSO-bids@state.gov)** during regular business hours.

Sincerely,

*Lance Posey*  
Lance Posey  
**Contracting Officer**

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, &amp; 30</i>				1. REQUISITION NUMBER <b>PR9202040</b>		PAGE 1 OF 52			
2. CONTRACT NO.		3. AWARD/EFFECTIVE DATE		4. ORDER NUMBER		5. SOLICITATION NUMBER			
						6. SOLICITATION ISSUE DATE <b>June 3, 2020</b>			
7. FOR SOLICITATION INFORMATION CALL		a. NAME <b>Lance Posey</b>				b. TELEPHONE NUMBER (No collect calls) <b>254 (0) 20 363-6084</b>		8. OFFER DUE DATE/ LOCAL TIME <b>June 17 2020</b>	
9. ISSUED BY GSO/Procurement Office U.S Embassy, P.O Box 606-00621, Village Market Nairobi				CODE		10. THIS ACQUISITION IS X 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  14. METHOD OF SOLICITATION <input checked="" type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
15. DELIVER TO U.S. EMBASSY WAREHOUSE – Nairobi, Kenya				CODE		16. ADMINISTERED BY U.S. Embassy Nairobi, Kenya			
17a. CONTRACTOR/ OFFEROR				CODE		FACILITY CODE		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		Eppendorf pipettes  <small>(Use Reverse and/or Attach Additional Sheets as Necessary)</small>			Various (See 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				



# Requisition Number: PR9202040

Requisition Title: MRU- Eppendorf pipettes

Purchase Request: PR9202040  
 Request Type: Requisition  
 Requesting Office: AMERICAN EMBASSY NAIROBI  
 Issued on Wed, 03 Jun, 2020  
 Created on Wed, 03 Jun, 2020 by Roselyne A Obinda

**Vendor:**  
 NOVENDOR  
 UNITED STATES

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

**Bill To:**  
 Department of State

**Deliver To:**  
 MRU

**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	<b>Eppendorf Reference® 2, single-channel ...</b>  Eppendorf Reference® 2, single-channel pipettes CAT#4920000024 Volume: 0.5 – 10 µL. Spring-loaded tip cone improves user-to-user reproducibility and improved ergonomics by lowering tip attachment force. 4-digit volume display with magnifying window to allow for easier volume identification. <a href="https://online-shop.eppendorf.de/ME-en/Manual-Liquid-Handling-44563/Manual-Pipetting-Dispensing-44564/Eppendorf-Reference2-PF-222171.html">https://online-shop.eppendorf.de/ME-en/Manual-Liquid-Handling-44563/Manual-Pipetting-Dispensing-44564/Eppendorf-Reference2-PF-222171.html</a>		each	3	Fri, 03 Jul, 2020	\$0.00 USD	\$0.00 USD

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
2	<b>Eppendorf Reference® 2, single-channel ...</b>  Eppendorf Reference® 2, single-channel pipettes		each	4	Fri, 03 Jul, 2020	\$0.00 USD	\$0.00 USD

Eppendorf Reference® 2, single-channel pipettes  
 CAT#4920000059  
 Volume: 10 – 100 µL. Spring-loaded tip cone improves user-to-user reproducibility and improved ergonomics by lowering tip attachment force. 4-digit volume display with magnifying window to allow for easier volume identification.  
 Volume: 10 – 100 µL. Spring-loaded tip cone improves user-to-user reproducibility and improved ergonomics by lowering tip attachment force. 4-digit volume display with magnifying window to allow for easier volume identification.  
[https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Manual-Pipetting-Dispensing-44564/Eppendorf-Reference2-](https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Manual-Pipetting-Dispensing-44564/Eppendorf-Reference2-PF-222171.html)

PF-222171.html

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
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3	<b>Eppendorf Reference® 2, single-channel ...</b>		each	3	Fri, 03 Jul, 2020	\$0.00 USD	\$0.00 USD
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Eppendorf Reference® 2, single-channel pipettes  
 CAT#4920000067  
 Volume: 20 – 200 µL. Spring-loaded tip cone improves user-to-user reproducibility and improved ergonomics by lowering tip attachment force. 4-digit volume display with magnifying window to allow for easier volume identification.  
 Volume: 20 – 200 µL. Spring-loaded tip cone improves user-to-user reproducibility and improved ergonomics by lowering tip attachment force. 4-digit volume display with magnifying window to allow for easier volume identification.  
[https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Manual-Pipetting-Dispensing-44564/Eppendorf-Reference2-](https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Manual-Pipetting-Dispensing-44564/Eppendorf-Reference2-PF-222171.html)

PF-222171.html

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
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4	<b>Eppendorf Reference® 2, single-channel ...</b>		each	3	Fri, 03 Jul, 2020	\$0.00 USD	\$0.00 USD
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Eppendorf Reference® 2, single-channel pipettes  
 CAT#4920000083  
 Carries up to six manual single or multi-channel Eppendorf pipettes. Robust design that securely holds and protects pipettes. Handle for easy transport from bench to bench.  
<https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Accessories-44570/Eppendorf-Pipette-Holder-System-PF-218982.html>

Item	Description	Part Number	Unit	Qty	Vendor	Unit Price	Extended
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					<b>Delivery</b>	<b>Amount</b>
5	<b>Pipette Carousel 2, for 6 Eppendorf Research®...</b>	each	2		Fri, 03 Jul, 2020	\$0.00 USD \$0.00 USD
	<p>Pipette Carousel 2, for 6 Eppendorf Research®, Eppendorf Research® plus, Eppendorf Reference®, Eppendorf Reference® 2 or Biomaster            CAT#311600015            Carries up to six manual single or multi-channel Eppendorf pipettes. Robust design that securely holds and protects pipettes. Handle for easy transport from bench to bench.  <a href="https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Accessories-44570/Eppendorf-Pipette-Holder-System-PF-218982.html">https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Accessories-44570/Eppendorf-Pipette-Holder-System-PF-218982.html</a></p>					

<b>Item</b>	<b>Description</b>	<b>Part Number</b>	<b>Unit</b>	<b>Qty</b>	<b>Vendor Delivery</b>	<b>Unit Price</b>	<b>Extended Amount</b>
6	<b>Eppendorf Xplorer®, 12-channel CAT...</b>		each	3	Fri, 03 Jul, 2020	\$0.00 USD	\$0.00 USD
	<p>Eppendorf Xplorer®, 12-channel            CAT# 4861000112            Volume: 0,5 – 10 µL. Multi-functional rocker with up is up and down is down functionality. Selections dial for quick and easy selection of functions. Powerful rechargeable battery for up to 8 hours work without the need for recharging. Separate power socket: Work can continue while charging. Adjustment to external conditions (e.g. geographic height, liquids with high density). Lower part of pipette can be autoclaved to ensure decontamination  <a href="https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Manual-Pipetting-Dispensing-44564/Eppendorf-Xplorer-Eppendorf-Xplorer-plus-PF-191054.html">https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Manual-Pipetting-Dispensing-44564/Eppendorf-Xplorer-Eppendorf-Xplorer-plus-PF-191054.html</a></p>						

<b>Item</b>	<b>Description</b>	<b>Part Number</b>	<b>Unit</b>	<b>Qty</b>	<b>Vendor Delivery</b>	<b>Unit Price</b>	<b>Extended Amount</b>
7	<b>Eppendorf Xplorer®, 12-channel CAT...</b>		each	3	Fri, 03 Jul, 2020	\$0.00 USD	\$0.00 USD
	<p>Eppendorf Xplorer®, 12-channel            CAT# 4861000139            Volume: 5 – 100 µL. Multi-functional rocker with up is up and down is down functionality. Selections dial for quick and easy selection of functions. Powerful rechargeable battery for up to 8 hours work without the need for recharging. Separate power socket: Work can continue while charging. Adjustment to external conditions (e.g. geographic height, liquids with high density). Lower part of pipette can be autoclaved to ensure decontamination  <a href="https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Manual-Pipetting-">https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Manual-Pipetting-</a></p>						

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 Xplorer-plus-PF-19  
 1054.html

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
8	<b>Eppendorf Xplorer®, 12-channel CAT...</b>  Eppendorf Xplorer®, 12-channel CAT# 4861000171 Volume; 50 – 1,200 µL. Multi-functional rocker with up is up and down is down functionality. Selections dial for quick and easy selection of functions. Powerful rechargeable battery for up to 8 hours work without the need for recharging. Separate power socket: Work can continue while charging. Adjustment to external conditions (e.g. geographic height, liquids with high density). Lower part of pipette can be autoclaved to ensure decontamination <a href="https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Manual-Pipetting">https://online-shop.eppendorf.ae/ME-en/Manual-Liquid-Handling-44563/Manual-Pipetting</a>  Dispensing-44564/E ppendorf-Xplorer-Eppendorf-Xplorer-plus-PF-19 1054.html		each	3	Fri, 03 Jul, 2020	\$0.00 USD	\$0.00 USD
<b>Total</b>							\$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	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**

- Roselyne A Obinda, 06/03/2020:  
MRU- Eppendorf pipettes (Roselyne A Obinda, Wed, 03 Jun, 2020)