



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 PR9202082- QIAamp DNA Mini kit(250)**

Enclosed is a Request for Quotation (RFQ) for purchase of **QIAamp DNA Mini kit(250)**

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  
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>PR9202082</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 <b>GSO/Procurement Office U.S Embassy, P.O Box 606-00621, Village Market Nairobi</b>			CODE	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 <b>U.S. EMBASSY WAREHOUSE – Nairobi, Kenya</b>			CODE	16. ADMINISTERED BY <b>U.S. Embassy Nairobi, Kenya</b>			CODE			
17a. CONTRACTOR/OFFEROR		CODE	FACILITY CODE	18a. PAYMENT WILL BE MADE BY <b>U.S. Embassy Financial Management Center Nairobi, Kenya</b>				CODE		
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		QIAamp DNA Mini Kit (250) CAT#51306 Manufacturer-Qiagen  <small>(Use Reverse and/or Attach Additional Sheets as Necessary)</small>			30 Kits					
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		
					<b>Lance Posey</b>					



## Requisition Number: PR9202082

Requisition Title: MRU-Supply of QIAamp DNA Mini Kit (250)

Purchase Request: PR9202082

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

### Deliver To:

MRU

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
1	QIAamp DNA Mini Kit (250) CAT#51306 ... QIAamp DNA Mini Kit (250) CAT#51306 Manufacturer-Qiag e		each	30	Fri, 03 Jul, 2020	\$0.00 USD	\$0.00 USD

### Bill To:

Department of State

### 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
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		