Embassy of the United States of America
Kabul, Afghanistan

UNCLASSIFIED

Issue Date: June 21, 2012

American Embassy Kabul
Great Massoud Road
Kabul, Afghanistan

SUBJECT: RFQ # PR1822955 Office Chairs.

Dear Prospective Quoter:

Enclosed is a Request for Quotation (RFQ) of Office Chairs. We kindly request that you submit your proposals based on the requirement, complete the required Block of the attached document, and submit it to the following e-mail address which is also shown on the Standard Form 1449 that follows this letter.

Contracting and Procurement Office
American Embassy Kabul
Great Massoud Road
E-mail KabulGSOBids@state.gov

According to the Office Chair specification

Kindly submit your bids to below email address: KabulGSOBids@state.gov

Please submit your quotation through e-mail and add "Quotation Enclosed" to the above mentioned address.

The deadline for receipt of RFQ is 15:00PM local time, **June 24, 2012**. No quotations will be accepted after this time.

Subject Line Format must be: RFQ #PR1822955 Request for Bid for Office Chair to the US Embassy GSO PA J6Q

Please ensure that your subject line follows this format. If it does not your bid may NOT be accepted.

The U.S. Government intends to award a contract for Office Chairs the responsible company submitting an acceptable quotation at the lowest price. We intend to award the contract 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. Direct any questions by email regarding this solicitation to KabulGSOBids@state.gov.

Sincerely,

Contracting and Procurement Office
American Embassy Kabul
Great Massoud Road

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS

			1. REQUISITION NUMBER	PAGE 1 OF
2. CONTRACT NO.	3. AWARD/EFFECTIVE DATE	4. ORDER NUMBER	5. SOLICITATION NUMBER PR1822955	6. SOLICITATION ISSUE DATE **June 21, 2012**
7. FOR SOLICITATION INFORMATION CALL ▶	a. NAME **J6Q** **Procurement and Contracting Office**		b. TELEPHONE NUMBER(No collect calls)	8. OFFER DUE DATE **LOCAL TIME 15:00** **June 24, 2012**

9. ISSUED BY CODE
American Embassy Kabul
Great Massoud Road
Kabul, Afghanistan
E-mail: KabulGSOBids@state.gov

10. THIS ACQUISITION IS
UNRESTRICTED
☐ HUBZONE SMALL BUSINESS
☐ 8(A)
NAICS:
SIZE STD:

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 Kabul
Great Massoud Road - Kabul, Afghanistan

16. ADMINISTERED BY CODE

17a. CONTRACTOR/ OFFEROR CODE FACILITY CODE
TELEPHONE NO.

18a. PAYMENT WILL BE MADE BY CODE

☐ 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
1	Item # 677736. Office Star Matrex® Leather/Mesh Chair, 46 1/4"H x 27 1/4"W x 25 3/4"D, Black Frame, Black Leather Item #: 677736 Material Color: Black Frame Color: Black	200	EA		
2	Delivery charges to U.S. Embassy Compound	01	Time		

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 ____ 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

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION IS NOT USABLE
Computer Generated

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

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT

32a. QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED ☐ INSPECTED ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE Great Masoud Road US Embassy Kabul		32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE 32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT	37. CHECK NUMBER
PARTIAL / FINAL			☐ COMPLETE ☐ PARTIAL ☐ FINAL	
38. S/R ACCOUNT NO.	39. S/R VOUCHER NO.	40. PAID BY		

41.a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		42a. RECEIVED BY (PRINT)	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41C. DATE	42b. RECEIVED AT (Location)	
		42c. DATE REC'D (YY/MM/DD)	42d. TOTAL CONTAINERS

STANDARD FORM 1449 (REV. 4/2002) BACK

******Special Note: ******

VALIDITY OF PRICES:
1. Prices shall remain valid for a period of 30 days from submission of the quotation. The U.S. Embassy shall have the right to contract services at any time during this validity period, if required.
2. All costs/unit prices must be exclusive of customs, taxes and duties.
3. Prices shall be provided in Afghani or U.S. Dollars. If in Afghanis, the monthly U.S. Embassy exchange rate will be automatically applied In order to compare the quotations received in other currency(s).

ADVANCE PAYMENT:
The Financial Regulations and Rules of the U.S. Embassy preclude advance payments or payments by Letters of credit. Such provisions will be prejudicial to its evaluation by the U.S. Embassy. The normal payment terms of the U.S. Embassy are 30 days upon satisfactory completion of goods, work and services based on acceptance thereof by US Embassy.

*****Do not forget that, your attachment must not exceed 5 MB*****