



Dhaka, Bangladesh

May 16, 2012

Dear Prospective Offeror/Quoter:

The American Embassy, Dhaka, Bangladesh, has a requirement for a contractor for seismic retrofitting of housing properties of US Mission, Dhaka. You are invited to submit quotes. The Request for Quotations (RFQ) consists of the following sections:

1. Standard Form SF-18
2. Instructions to Offerors
3. Scope of Work and Drawings
4. Clauses

The Embassy plans to award a purchase order. You are encouraged to make your quote competitive. You are also cautioned against any collusion with other potential offerors in regard to price quotations to be submitted. The RFQ does not commit American Embassy, Dhaka, Bangladesh to make any award. The Embassy may cancel this RFQ or any part of it.

You are requested to be present at Embassy Annex at **10:30** hours for site visit on **May 24, 2012**.

Please read the RFQ carefully, and if you are interested, submit your quotation. Return the completed SF-18 to the address shown in Block 5a of the SF-18 by 1600 hours on **June 3, 2012**. Oral quotations will not be accepted.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brad E. Page', written over a circular stamp or seal.

Brad E. Page
Contracting Officer

Enclosure: as stated

Request for Quotations (RFQ) (under \$100,000)

REQUEST FOR QUOTATIONS <i>(THIS IS NOT AN ORDER)</i>		THIS RFQ [] IS [x] IS NOT A SMALL BUSINESS- SMALL PURCHASE SET-ASIDE (52.219-4)			PAGE 1	OF 1	PAGES 27
1. REQUEST NO. SBG300-12-Q-0678	2. DATE ISSUED 05/16/2012	3. REQUISITION/PURCHASE REQUEST NO. PR1793029	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1		RATING		
5A. ISSUED BY Procurement & Contracting Section, Embassy Annex, Baridhara, Dhaka			6. DELIVER BY (Date)				
5B. FOR INFORMATION CALL: (Name and telephone no.) (No collect calls)			7. DELIVERY				
NAME Shahana Begum – Contracting Specialist Maruful Islam – Procurement Manager		TELEPHONE NUMBER AREA CODE NUMBER 8855500		<input type="checkbox"/> FOB DESTINATION			<input type="checkbox"/> OTHER (See Schedule)
8. TO:			9. DESTINATION				
a. NAME		b. COMPANY		a. NAME OF CONSIGNEE			
c. STREET ADDRESS			b. STREET ADDRESS				
d. CITY		e. STATE		f. ZIP CODE		c. CITY	
						d. STATE e. ZIP CODE	
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5A ON OR BEFORE CLOSE OF BUSINESS (Date) On or before June 3, 2012		IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5A. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or services. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter					
11. SCHEDULE (Include applicable Federal, State and local taxes)							
ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)		
X	Seismic retrofitting of housing properties of US Mission, Dhaka as per attached instruction, scope of work and drawings. Date of commencement: Immediately after the issuance of Purchase Order. You are requested to be present at the Embassy Annex at 10:30 hours for site visit on May 24, 2012. Please note that if you would like to participate in the site visit, please express your interest and provide the name of the person by sending e-mail to DhakaProc@state.gov						
12 DISCOUNT FOR PROMPT PAYMENT		a. 10 CALENDAR DAYS %	b. 20 CALENDAR DAYS %	c. 30 CALENDAR DAYS %	d. CALENDAR DAYS		
					NUMBER	%	
NOTE: Additional provisions and representations [] are [] are not attached.							
13 NAME AND ADDRESS OF QUOTER			14 SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15 DATE OF QUOTATION		
a. NAME OF QUOTER							
b. STREET ADDRESS			16. SIGNER				
c. COUNTY			a. NAME (Type or print)		b. TELEPHONE		
d. CITY	e. STATE	f. ZIP CODE	c. TITLE (Type or print)		AREA CODE		
					NUMBER		

SCOPE OF WORK

SEISMIC RETROFITTING OF HOUSING PROPERTIES OF US MISSION, DHAKA, BANGLADESH

PREPARED BY: MAHMUD HASAN – CHIEF ENGINEER
APPROVED BY: CHARLES LITTLEFIELD – FACILITY MANAGER
DATE: APRIL 2012

SCOPE OF WORK

SEISMIC RETROFITTING OF HOUSING PROPERTIES OF US EMBASSY, DHAKA, BANGLADESH

A. BACKGROUND

The U.S. Embassy in Dhaka, Bangladesh has identified seismically poor properties in its housing pool located in Baridhara and Gulshan, Dhaka. Housing types under consideration to retrofit include 4(four) single-family detached residences as mentioned in the attachment –B . The assistance from a local AE Firm/Consultant who has qualified structural Engineers and has in-depth knowledge of indigenous housing construction and is well versed in seismic engineering and retrofitting experience is being sought for this effort.

B. GENERAL

1. The intent of this scope of work (SOW) is to perform a qualitative assessment of the critical elements of the structures for their seismic adequacy and to reinforce them to sustain the seismic force of Zone 2B as per OBO standard. This work includes the identification and evaluation of significant non-structural seismic hazards. Retrofitting design to mitigate the identified seismic deficiencies.
2. The U.S. Government considers Dhaka to be in a Uniform Building Code (UBC)/ International Building Code (IBC) seismic zone 2B with a Z factor of 0.20 and an earthquake recurrence interval of 475 years. This is a more stringent standard than the local Bangladeshi National Building Code (BNBC). This higher standard shall be taken into consideration, along with a Life Safety performance target, for the seismic evaluation of all buildings.
3. This SOW incorporates a 3 (three) step process that includes:
 - Step-1: qualitative assessment to determine seismic inadequacy of the building as well as the key structural elements in doubt.
 - Step-2: detailed design for the retrofit of the building for the contractor that includes the cost of the retrofitting, detail structural and architectural drawings,
 - Step-3: Supervision of the retrofit work by qualified structural engineer(s).

C. WORK TASKS

C.1 Step 1

Step 1 is the building evaluation process and to detect the seismically vulnerable elements of the buildings. The following steps shall be performed:

1. Develop/gather information relating to the following:

- a. General building condition and quality of construction.
 - b. Verification of construction matching drawings/floor plans.
 - c. Evidence of any settlement, structural deterioration or distress.
 - d. Evidence of damage from previous earthquakes and -repair (if any).
 - e. Evidence of additions and modifications since original construction and/or evidence of non-engineered modifications.
 - f. Presence of significant non-structural seismic hazards in and around the building.
 - g. Number of emergency escape routes and presence of potential falling hazards along these routes.
 - h. Proximity of the building to natural and man-made hazards such as steep hills or slopes, dikes and reservoirs, water and antenna towers, hazardous chemical storage tanks, high-voltage power lines, etc.
 - i. Interior and exterior photos of the building.
2. Gather also the following additional information during the field investigation if the existing drawings are not available or if they are missing from the existing drawings:
 - a. Overall building dimensions, floor plans, typical beam and column spacing and orientation, story heights, etc.
 - b. Typical beam and column sizes; floor and roof construction; slab thicknesses; interior and exterior wall construction and thicknesses; etc.
3. Meet with the building owner, his architect/engineer, and/or contractor as necessary to develop/gather as much of the following data as possible if they are still unavailable/missing:
 - a. Typical concrete beam, column, lintel, grade/tie beam, footing, slab, stair and shear wall reinforcement detailing including reinforcing steel sizes and amounts, spacing of column ties and beam stirrups, location of column bar splices, shear wall details, shear wall cross ties and boundary elements, whether or not 135° seismic hooks were used, etc.
 - b. Typical reinforcement detailing in the interior and exterior walls and partitions, if of reinforced masonry construction.
 - c. Geotechnical investigation report
 - d. Foundation design.
 - e. Construction progress photos that might confirm design and construction process and quality.
 - f. Any inspection services or involvement during construction by architect or engineer.
4. Prepare a report (one for each assessed building) to provide the following:
 - a. Data itemized in the checklist (Attachment A).
 - b. Qualitative discussion and evaluation by the AE Firm of the following building features:
 - Presence (or lack of) of a complete load path for seismic forces.
 - Redundancy in the lateral force resisting system.
 - Horizontal and vertical structural irregularities (weak or soft stories, diaphragm or shear wall discontinuities, geometric, mass, and torsional irregularities, etc.).
 - Adjacency to other buildings.

- Condition of structural materials.
 - State of repair or any settlement.
 - Level of concrete reinforcement detailing with regard to ductility.
 - Connection of floor and roof diaphragms to shear/bearing walls or frame.
 - Construction of infill walls and of other masonry walls and partitions. (solid or hollow masonry, reinforced or unreinforced, confined or unconfined, continuous to the beam soffit or discontinuous such that short columns exist, etc.)
 - Connection of infill walls to the structural frame or slab.
 - Amount and distribution of walls in both parallel and perpendicular to the street directions.
 - Presence of significant non-structural seismic hazards in and around the building.
 - Number of emergency escape routes and presence of potential falling hazards along these routes.
 - Additions and modification to original design/construction.
 - Location of building with respect to potential liquefaction areas.
 - Location of the building with respect to natural and man-made hazards such as steep hills or slopes, dikes and reservoirs, water and antenna towers, hazardous chemical storage tanks, high-voltage power lines, etc.
 - Others identified by the AE Firm.
- c. The quality of the design and construction of the building relative to local standard of upper-end residential construction.
- d. A summary of observed deficiencies.
- e. Expected seismic performance of the building, including a prognosis of potential damage level (i.e., minor damage, moderate damage, major damage, or partial/total collapse) and corresponding life safety risk to occupants.
- f. Copies of existing drawings and/or sketches of floor plans.
- g. Interior and exterior photos of the building.

C.2 Step 2

The main objective of Step 2 is to conduct the detail seismic analysis and provide appropriate seismic design details improving the seismic performance of the existing building as per OBO zone 2B standard (Z factor 0.20). The following steps shall be performed:

- a. Conduct a detail survey and tests, including geotechnical investigation (if necessary), to determine the elements of the structural components of the building which do not meet the seismic requirements as per OBO standards mentioned.
- b. Develop and finalize intervention options for improving seismic resistance of the building.
- c. Conduct detailed seismic analysis and retrofitting design.
- d. Prepare detailed working drawings for the selected retrofitting option.
- e. Prepare specifications and quality control procedure for the retrofitting works
- f. Prepare the cost estimate of the retrofitting works
- g. Prepare the report

C.3 Step 3

The main objective of Step 3 is to supervise the retrofit work of the construction contractor by qualified structural engineers to ensure that the retrofitting work is being carried out as per supplied design and drawings to meet the required OBO zoning standard. The following steps shall be performed:

- a. On site supervision by qualified structural engineers to ensure that the work is being carried out as per supplied design, drawings and specifications.
- b. Perform necessary tests to assess the quality of the materials and the work.
- c. Take pictures during the progress of the work for the final report.
- d. Final report on completed retrofitting work.
- e. Prepare a set of “as-built drawings” (hard copy and soft copy) for future reference

D. OTHER CONSIDERATIONS

1. Properties for which architectural and structural drawings cannot be found may be indicative of a lower quality level. Absence of drawings should be treated with suspicion.
2. A cursory checklist of information, for which the AE Firm/Consultant is to make his best effort to obtain, is included in Attachment A. It is expected that the Engineer will modify/expand this checklist as appropriate for the situation at hand.
3. The AE Firm/Consultant is discouraged from automatically equating being in compliance with local building codes with being seismically competent. Instead, the projection of future seismic performance of a building shall be based on its actual conditions and features and past earthquake performance of similar structures.
4. Testing will be required to assess the strength of the structure and quality of the work.

E. DELIVERABLES

1. Seismic assessment report – 1(one) soft and 1(one) hard copy.
2. Design of retrofitting – 1(one) soft and 1(one) hard copy.
3. Final report after completion of retrofitting– 1(one) soft and 1(one) hard copy.
4. As-Built structural and Architectural Drawings – 1(one) soft and 1(one) hard copy.

Note:

- a. All deliverables shall be written in English.
- b. Any of the above reports may require multiple submissions if necessitated by review comments by the Embassy/Overseas Building Operations (OBO) in Washington DC, USA.

F. SCHEDULE

1. Step 1 – Seismic Assessment of the building within 21 days.
2. Step 2 – Design of retrofitting within 21 days.
3. Step 3 – Supervision -of retrofitting work including final report within 90 days.

A. CONTRACTING OFFICER’S REPRESENTATIVE

The Contracting Officer’s Representatives (COR) are:

- a. Facility Manager
- b. Chief Engineer

G. ATTACHMENT

Attachment A – Checklist

Attachment B – House list (House Name and address)

ATTACHMENT A

Checklist

General:

- Building description
- Date of construction
- Location on a city map
- Identifier (owner's name or street address, etc.)
- Modifications/additions since original design

Documentation:

- Architectural floor plans
- Elevations
- Structural drawings
- Construction progress photos

Interview w/ Architect, Engineer, Constructor:

- Architect or Engineer involvement during construction

Foundations and Soils:

- Spread footings
- Continuous footings
- Grade or tie beams
- Allowable soil bearing
- Proximity to liquefaction zone
- Proximity to natural and man-made hazards

Structural System

- Framing system
- Number of stories and story heights
- Floor and roof construction
- Slab thicknesses and their attachment to walls
- Size and reinforcement details of perimeter banding beam at each floor/roof level.
- Beam and column sizes
- Exterior wall thickness
- Interior wall thickness
- Confinement detailing in walls
- Wall h/t ratios
- Unreinforced brick/masonry bearing walls

Non-structural hazards

- Parapets
- Porte-cocheres and carports
- Location and anchorage of equipment
- Presence of potential falling hazards along egress routes
- Adjacency to other buildings

ATTACHMENT-B

01. Floor plans of Habib Villa, House-5, Road-55/58, Gulshan
02. Floor Plans of Hasna House, House-21, Road-65, Gulshan
03. Floor Plans Poly Villa, House-24, Road-63, Gulshan
04. _Shamsuddin Villa, House-27, Road-64, Gulshan

BID SCHEDULE:

SL#	DESCRIPTION OF WORK	UNIT	QTY	UNIT COST (Tk:)	TOTAL COST (Tk:)
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01. Habib Villa:

- a. Price for Step-1
- b. Price for Step -2
- c. Price for Step-3

02. Hasna House:

- a. Price for Step-1
- b. Price for Step -2
- c. Price for Step-3

03. Poly Villa:

- a. Price for Step – 1
- b. Price for Step – 2
- c. Price for Step – 3

04. Shamsuddin House:

- a. Price for Step – 1
- b. Price for Step – 2
- c. Price for Step – 3

Total Cost (including profit and overheads) Tk:

Amount in words (Taka): _____

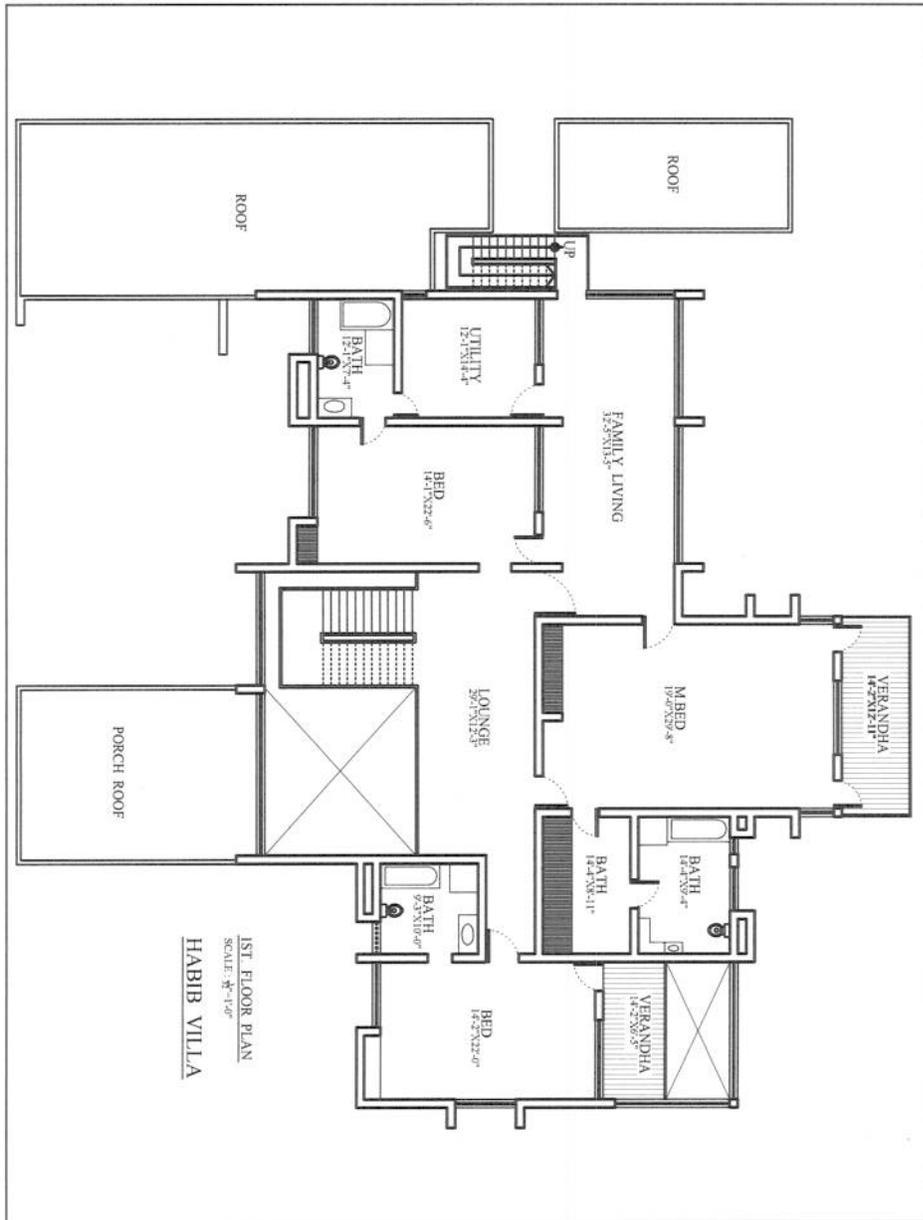
Signature of Contractor

Date

Prepared: Mahmud Hasan - Chief Engineer
Approved: Charles Littlefield - Facility Manager

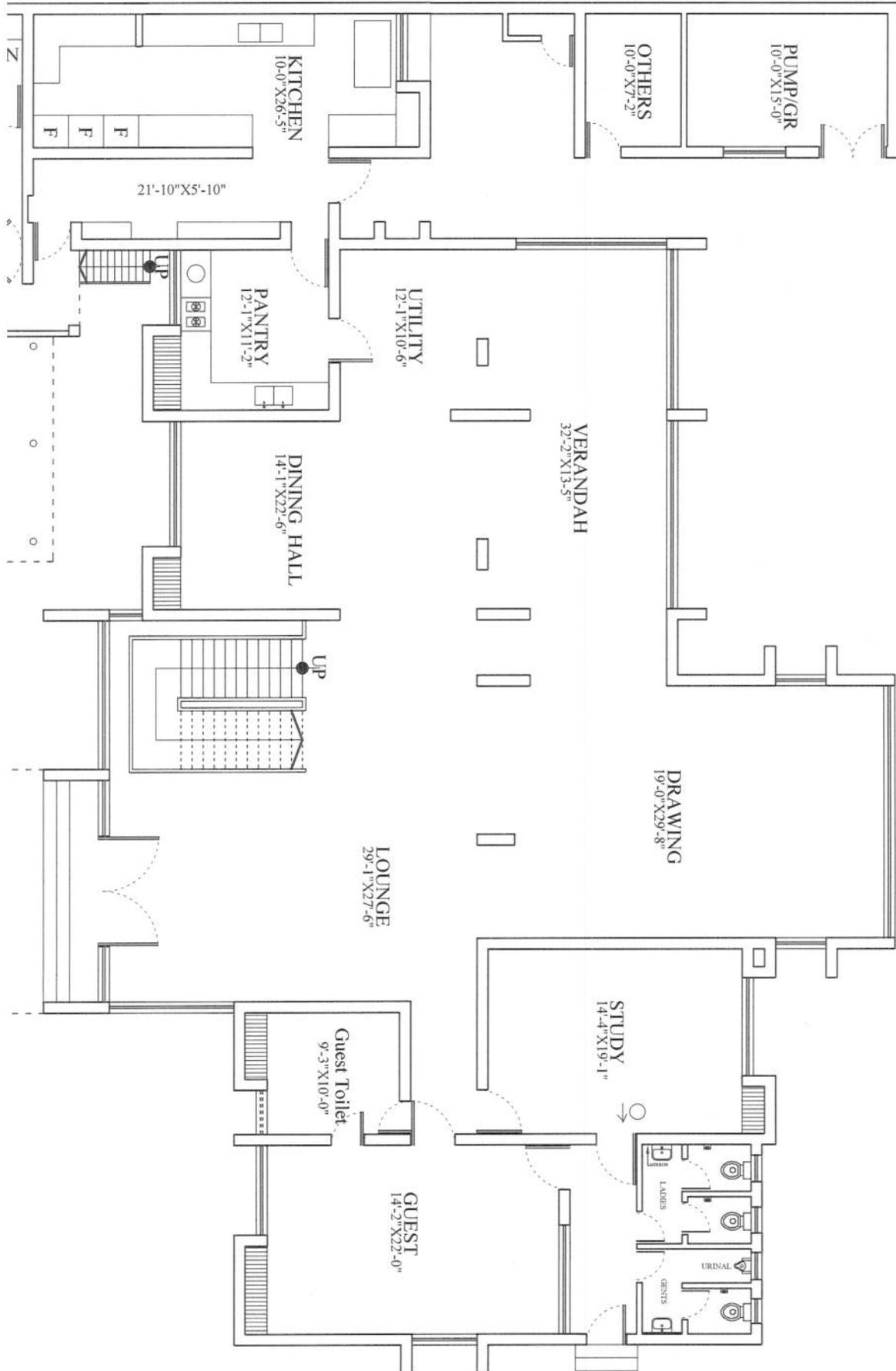
Facility Engineering, U. S. Embassy, Dhaka
Doc Seismic Survey Date: April 2012

HABIB VILLA
HOUSE #5, ROAD # 55/58, GULSHAN

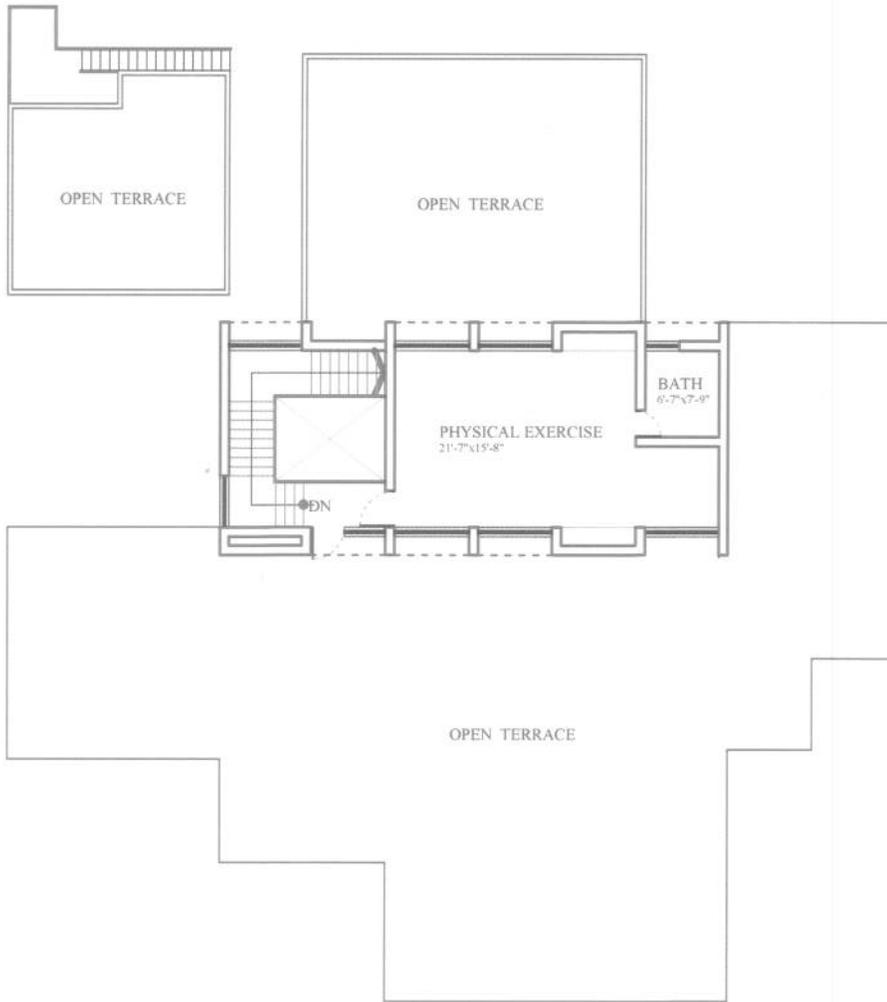


HABIB VILLA,
HOUSE # 5, Road #55/58, Gulshan

HABIB VILLA
HOUSE #5, ROAD # 55/58, GULSHAN



HASNA HOUSE
HOUSE #21, ROAD # 65, GULSHAN



N — **SECOND FLOOR PLAN**
 SCALE : 1/32" = 1'-0"

FIRST FLOOR AREA = 947 SFT. (88.01 SQ.M)

USG STL RESIDENCE, GULSHAN, DHAKA			
2-STORIED BUILDING (1-UNIT) HASNA HOUSE			
HOUSE # 21, ROAD # 65			
SECOND FLOOR PLAN			
CONSULTANT:			
WORLDWIDE ENGINEERS LIMITED			
HKU28967, ROAD#11, BLOCK# 11, BANANI, DHAKA-1215, BANGLADESH			
ENGINEER	DRAWN	CHECKED	DATE
SADIA	J. ILLAM	SADIA	OCT, 2008
SHEET NO	A-03	REV. NO	

HASNA HOUSE
HOUSE #21, ROAD # 65, GULSHAN

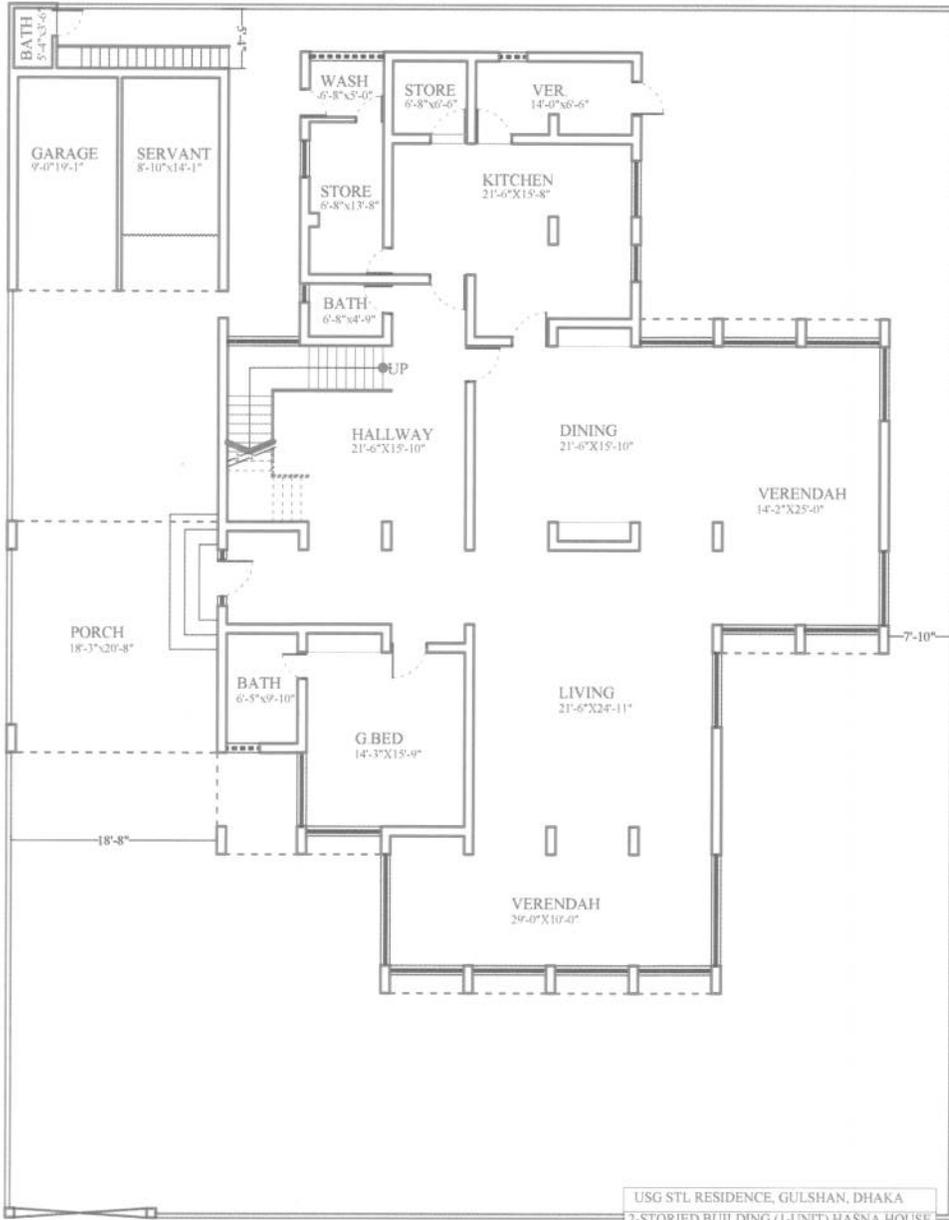


N — **FIRST FLOOR PLAN**
 SCALE: 3/32" = 1'-0"

FIRST FLOOR AREA = 4669 SFT. (433.92 SQ.M)

USG STL RESIDENCE, GULSHAN, DHAKA			
2-STORIED BUILDING (1-UNIT) HASNA HOUSE			
HOUSE # 21, ROAD # 65			
FIRST FLOOR PLAN			
CONSULTANT			
WORLDWIDE ENGINEERS LIMITED			
HAZARAT, ROAD#11, BLOCK#13, BANANI, DHAKA-1213, BANGLADESH			
ENGINEER	DRAWN	CHECKED	DATE
SADIA	J. ILAM	SADIA	OCT, 2008
SHEET NO	A-02		REV. NO

HASNA HOUSE
HOUSE #21, ROAD # 65, GULSHAN



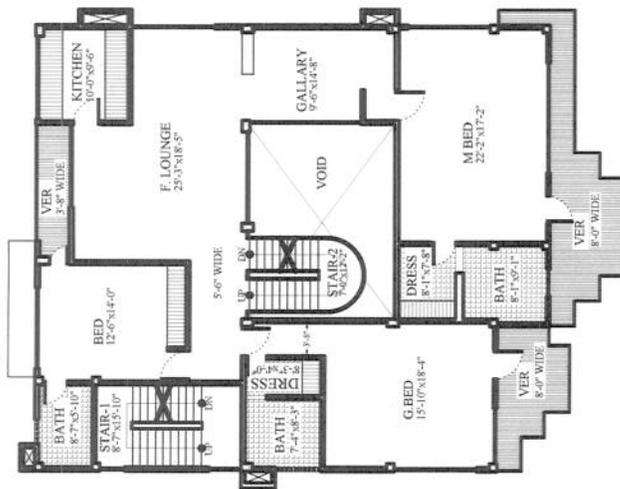
ENTRANCE

N  **GROUND FLOOR PLAN**
 SCALE: 1/32"=1'-0"

GROUND FLOOR AREA = 4182 SFT. (388.66 SQ.M)

USG STL RESIDENCE, GULSHAN, DHAKA			
2-STORIED BUILDING (1-UNIT) HASNA HOUSE			
HOUSE # 21, ROAD # 65			
GROUND FLOOR PLAN			
CONSULTANT			
WORLDWIDE ENGINEERS LIMITED			
HOUSE#67, ROAD#15, BLOCK#11, BANANI, DHAKA-1211 BANGLADESH			
ENGINEER	DRAWN	CHECKED	DATE
SADIA	F ISLAM	SADIA	OCT. 2008
SHEET NO	A-01	REV NO	

POLY VILLA
HOUSE #24, ROAD # 63, GULSHAN

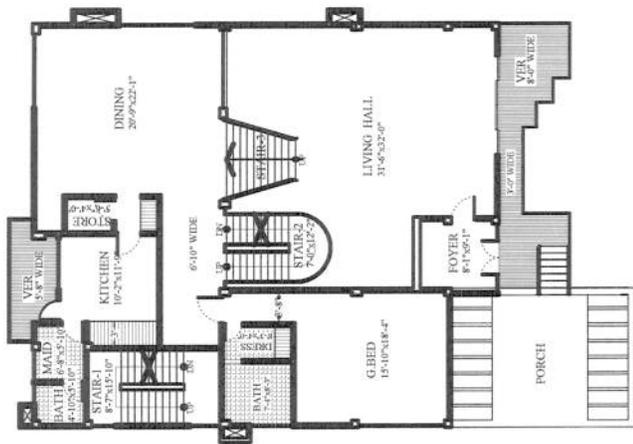


N 1ST. FLOOR PLAN
SCALE: 3/32"=1'-0"

FLOOR AREA :
2600 SFT. = 250.00 SQ.M.

USG STL. RESIDENCE, GULSHAN, DHAKA	
2-STORIED BUILDING (1-UNIT) POLLY VILLA	
HOUSE #24, ROAD # 63	
1ST. FLOOR PLAN	
DESIGNED BY	DR. M. M. HUSAIN
DRAWN BY	M. M. HUSAIN
CHECKED BY	M. M. HUSAIN
DATE	10/10/03
REVISION	REV. 00

POLY VILLA
HOUSE #24, ROAD # 63, GULSHAN

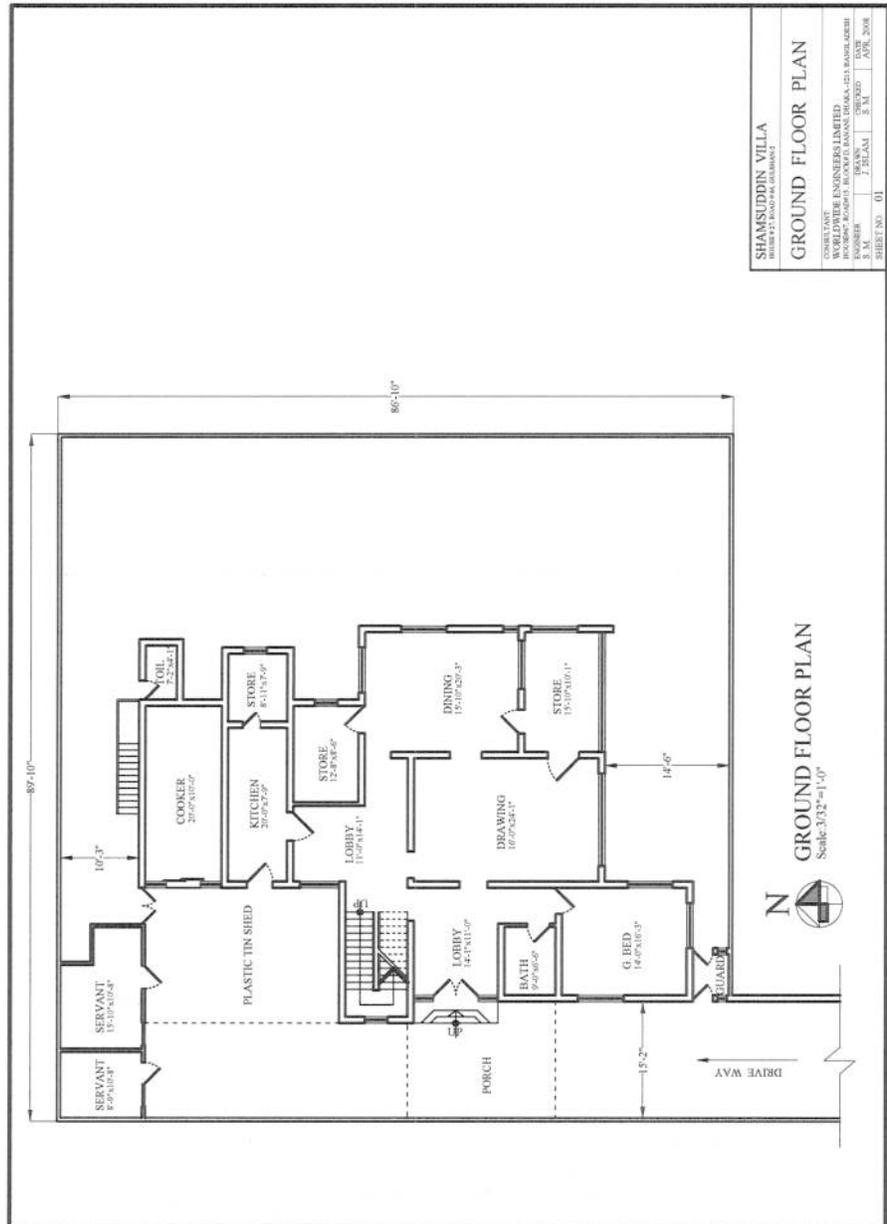


MEZZANINE FLOOR PLAN
SCALE: 1/32"=1'-0"

USO STL RESIDENCE GULSHAN, DRAKA	
2-STORIED BUILDING (G+1NDY) POLLY VILLA	
HOUSE #24 ROAD #63	
MEZZANINE FLOOR PLAN	
DRAWN BY: _____	
CHECKED BY: _____	
DATE: _____	
SCALE: _____	
PROJECT NO.: A-102	
SHEET NO.: 004 OF 004	

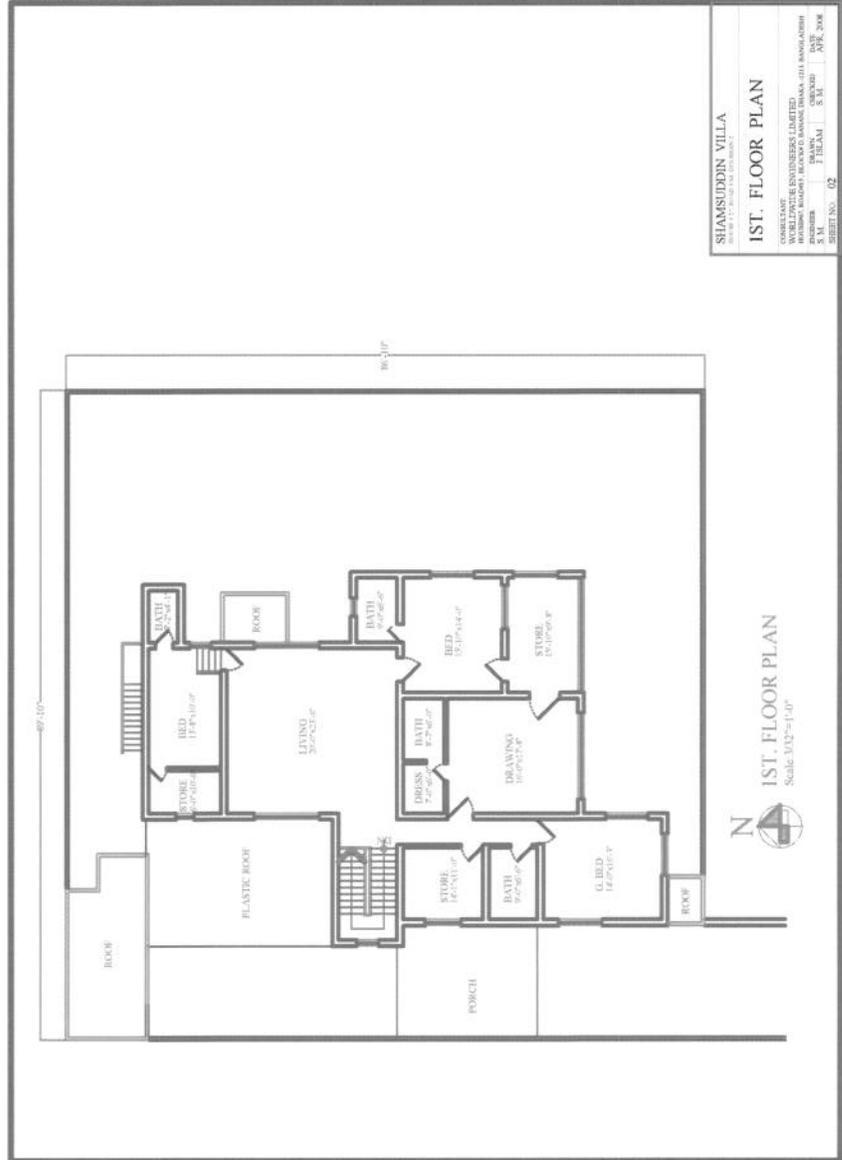
FLOOR AREA:
2954 SFT. = 274.53 SQ.M.

SHAMSUDDIN VILLA
HOUSE #27, ROAD # 64, GULSHAN



SHAMSUDDIN VILLA	
HOUSE #27, ROAD # 64, GULSHAN	
GROUND FLOOR PLAN	
CONSULTANT	WORLDWIDE ENGINEERS LIMITED
PROJECT	HOUSE #27, ROAD # 64, GULSHAN
DATE	7-11-2008
SHEET NO.	01

SHAMSUDDIN VILLA
 HOUSE #27, ROAD # 64, GULSHAN



SHAMSUDDIN VILLA
 HOUSE #27, ROAD # 64, GULSHAN

1ST. FLOOR PLAN

COMPILED BY: ARCHITECTS (P) LTD.
 DRAWN BY: ARCHITECTS (P) LTD.
 CHECKED BY: ARCHITECTS (P) LTD.
 SHEET NO.: 02

N
 1ST. FLOOR PLAN
 Scale: 1/16" = 1'-0"

**CLAUSES FOR PURCHASE ORDERS AND BLANKET PURCHASE AGREEMENTS
AWARDED BY OVERSEAS CONTRACTING ACTIVITIES
(Current thru FAC 2005-52)**

COMMERCIAL ITEMS

FAR 52.252-2 Clauses Incorporated By Reference (FEB 1998)

This purchase order or BPA incorporates the following clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: <http://www.acqnet.gov/far>

DOSAR clauses may be accessed at: <http://www.statebuy.state.gov/dosar/dosartoc.htm>

FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1) CLAUSES

NUMBER	TITLE	DATE
52.204-9	Personal Identity Verification of Contractor Personnel (if contractor requires physical access to a federally-controlled facility or access to a Federal information system)	JAN 2011
52.212-4	Contract Terms and Conditions – Commercial Items (Alternate I (OCT 2008) of 52.212-4 applies if the order is time-and-materials or labor-hour)	JUN 2010
52.225-19	Contractor Personnel in a Diplomatic or Consular Mission Outside the United States (applies to services at danger pay posts only)	MAR 2008
52.227-19	Commercial Computer Software License (if order is for software)	DEC 2007
52.228-3	Workers' Compensation Insurance (Defense Base Act) (if order is for services and contractor employees are covered by Defense Base Act insurance)	APR 1984
52.228-4	Workers' Compensation and War-Hazard Insurance (if order is for services and contractor employees are <u>not</u> covered by Defense Base Act insurance)	APR 1984

The following clause is provided in full text:

52.212-5 Contract Terms and Conditions Required to Implement Statutes or Executive Orders - Commercial Items (MAY 2011)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

- (1) 52.222-50, Combating Trafficking in Persons (FEB 2009) (U.S.C. 7104(g))

- Alternate I (AUG 2007) of 52.222-50 (U.S.C. 7104(g))
- (2) 52.233-3, Protest After Award (AUG 1996) (31 U.S.C. 3553).
- (3) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Pub. L. 108-77, 108-78).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the contracting officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

[Contracting Officer check as appropriate]

	Clause Number and Title
	(1) 52.203-6, Restrictions on Subcontractor Sales to the Government (SEPT 2006), with Alternate I (OCT 1995) (41 U.S.C. 253g and 10 U.S.C. 2402). <i>[Check if order exceeds \$150,000]</i>
	(2) 52.203-13, Contractor Code of Business Ethics and Conduct (APR 2010) (Pub. L. 110-252, Title VI, Chapter 1 (41 U.S.C. 251 note)).
	(3) – (24) [Reserved].
	(25) 52.222-19, Child Labor – Cooperation with Authorities and Remedies (JUL 2010) (E.O. 13126). <i>[Check if order is for supplies and exceeds the micro-purchase threshold]</i>
	(26) 52.222-21, Prohibition of Segregated Facilities (FEB 1999). <i>[Check if the following apply: for supplies, the order exceeds \$10,000 and is awarded to a U.S. firm. For services, the order exceeds \$10,000 and is awarded to a U.S. firm whose employees who will be performing the work were recruited within the U.S.]</i>
	(27) 52.222-26, Equal Opportunity (MAR 2007) (E.O. 11246). <i>[Check if the following apply: for supplies, the order exceeds \$10,000 and is awarded to a U.S. firm. For services, the order exceeds \$10,000 and is awarded to a U.S. firm whose employees who will be performing the work were recruited within the U.S.]</i>
	(28) 52.222-35, Equal Opportunity for Veterans (SEPT 2010) (38 U.S.C. 4212). <i>[Check if the following apply: for supplies, the order exceeds \$150,000 and is awarded to a U.S. firm. For services, the order exceeds \$150,000 and is awarded to a U.S. firm whose employees who will be performing the work were recruited within the U.S.]</i>
	(29) 52.222-36, Affirmative Action for Workers with Disabilities (OCT 2010) (29 U.S.C. 793). <i>[Check if the following apply: for supplies, the order exceeds \$10,000 and is awarded to a U.S. firm. For services, the order exceeds \$10,000 and is awarded to a U.S. firm whose employees who will be performing the work were recruited within the U.S.]</i>
	(30) 52.222-37, Employment Reports on Veterans (SEPT 2010) (38 U.S.C. 4212). <i>[Check if you have included the clause 52.222-35]</i>
	(31) 52.222-39, Notification of Employee Rights Concerning Payment of Union Dues or Fees (DEC 2010) (E.O. 13201) <i>[Check if the order is for services and the amount exceeds \$150,000]</i>

√	(32)(i) 52.222-50, Combating Trafficking in Persons (FEB 2009) <i>[Check for all orders]</i>
	(32)(ii) Alternate I of 52.222-50 <i>[Check if the contracting officer has been notified of specific U.S. directives or notices regarding combating trafficking in persons that apply to contractor employees]</i>
	(33) – (38) [Reserved].
	(39) 52.225-5, Trade Agreements (AUG 2009) (19 U.S.C. 2501, et seq., 19 U.S.C. 3301 note). <i>[Check if the order is for supplies or services that involve the acquisition of supplies and the amount exceeds \$203,000]</i>
	(40) 52.225-13, Restrictions on Certain Foreign Purchases (JUN 2008) (E.O.s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury). <i>[Check if the order is for either supplies or services and the amount exceeds the micro-purchase threshold, unless authorized by OFAC]</i>
	(41) – (44) [Reserved].
	(45) 52.232-33, Payment by Electronic Funds Transfer – Central Contractor Registration (OCT 2003) (31 U.S.C. 3332). <i>[Check if payment will be made by EFT and the contractor has registered in the CCR]</i>
	(46) 52.232-34, Payment by Electronic Funds Transfer – Other than Central Contractor Registration (MAY 1999) (31 U.S.C. 3332). <i>[Check if payment will be made by either EFT or other means, e.g., check, and the contractor has not registered in the CCR]</i>
	(47) 52.232-36, Payment by Third Party (FEB 2010) (31 U.S.C. 3332). <i>[Check if payment will be made by a third party, e.g., purchase card]</i>
	(48) 52.239-1, Privacy or Security Safeguards (AUG 1996) (5 U.S.C. 552a). <i>[Check if the order is for information technology which requires security of information technology, and/or is for the design, development, or operation of a system of records using commercial information technology services or support services]</i>
	(49)(i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (FEB 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631). <i>[Check if the order is for supplies that may involve ocean transportation: at least 50% of the gross tonnage must be transported on privately owned U.S.-flag commercial vessels to the extent that such vessels are available at rates that are fair and reasonable for U.S.-flag commercial vessels]</i>
	(ii) Alternate I (APR 2003) of 52.247-64. <i>[Check if 100% of the supplies will be transported on privately owned U.S.-flag commercial vessels]</i>

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial items, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

[Contracting officer check as appropriate.]

	Clause Number and Title (1) – (6) [Reserved]
	(7) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (MAR 2009) (Public Law 110-247)
	(8) 52.237-11, Accepting and Dispensing of \$1 Coin (SEP 2008) (31 U.S.C. 5112(p)(1)). <i>[Check if order is for services that involve business operations conducted in U.S. coin and currency, including vending machines]</i>

(d) *Comptroller General Examination of Record.* The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records -- Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e)(1) *[This paragraph applies only if award is made to a U.S. firm, except for item (vii) which applies to all orders.]* Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c) and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in paragraphs (i) through (xi) of this paragraph in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (APR 2010) (Pub L. 110-252, Title VI, Chapter 1 (41 U.S.C. 251 note)).

(ii) 52.219-8, Utilization of Small Business Concerns (JAN 2011) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$650,000 (\$1,500,000 for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(iii) [Reserved]

(iv) 52.222-26, Equal Opportunity (MAR 2007) (E.O. 11246).

(v) 52.222-35, Equal Opportunity for Veterans (SEPT 2010) (38 U.S.C. 4212).

(vi) 52.222-36, Affirmative Action for Workers with Disabilities (OCT 2010) (29 U.S.C. 793).

(vii) 52.222-39, Notification of Employee Rights Concerning Payment of Union Dues or Fees (DEC 2010) (E.O. 13201).

(viii) [Reserved].

(ix) 52.222-50, Combating Trafficking in Persons (FEB 2009) (22 U.S.C. 7104(g)). Flow down required in accordance with paragraph (f) of FAR clause 52.222-50.

(x) – (xii) [Reserved].

(xiii) Promoting Excess Food Donation to Nonprofit Organizations (MAR 2009) (Public Law 110-247) Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.

(xiv) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (FEB 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64).

(End of clause)

DEPARTMENT OF STATE ACQUISITION REGULATION (48 CFR Chapter 6) CLAUSES

NUMBER	TITLE	DATE
652.225-71	Section 8(a) of the Export Administration Act of 1979, As Amended (if order exceeds \$100,000)	AUG 1999
652.228-71	Workers Compensation Insurance (Defense Base Act) – Services (for services to be performed overseas when the contract includes covered contractor employees as defined in paragraph (a) of the clause) Fill-in for paragraph (c): “(c) The current rate under the Department of State contract is [<i>contracting officer insert rate</i>] of compensation for services.”	JUNE 2006
652.229-70	Excise Tax Exemption Statement for Contractors Within the United States (for supplies to be delivered to an overseas post)	JUL 1988
652.229-71	Personal Property Disposition at Posts Abroad	AUG 1999
652.237-72	Observance of Legal Holidays and Administrative Leave (for services where performance will be on-site in a Department of State facility)	APR 2004
652.239-71	Security Requirements for Unclassified Information Technology Resources (for orders that include information technology resources or services in which the contractor will have physical or electronic access to Department information that directly supports the mission of the Department)	SEP 2007
652.242-70	Contracting Officer’s Representative (if a COR will be named for the order) Fill-in for paragraph b: “The COR is _____”	AUG 1999
652.242-71	Notice of Shipments (for overseas shipment of supplies)	JUL 1988
652.242-73	Authorization and Performance	AUG 1999
652.243-70	Notices	AUG 1999

The following clause is provided in full text, and is applicable for orders for services that will require contractor employees to perform on-site at a DOS location and/or that require contractor employees to have access to DOS information systems:

652.204-70 Department of State Personal Identification Card Issuance Procedures (MAY 2011)

(a) The Contractor shall comply with the Department of State (DOS) Personal Identification Card Issuance Procedures for all employees performing under this contract who require frequent and continuing access to DOS facilities, or information systems. The Contractor shall insert this clause in all subcontracts when the subcontractor's employees will require frequent and continuing access to DOS facilities, or information systems.

(b) The DOS Personal Identification Card Issuance Procedures may be accessed at <http://www.state.gov/m/ds/rls/rpt/c21664.htm> .

(End of clause)