

Request for Quote Notice

Dated 08/31/2016

ACTION CODE:

RFQ

DATE POSTED:

**08/31/2016**

CLASSIFICATION CODE:

M – Purchase Order

NAICS CODE: 423830 - Forklift trucks (except log) merchant wholesalers

CONTRACTING OFFICE ADDRESS:

U.S. Embassy Bridgetown

Willey Business Park

Willey

St. Michael

SUBJECT:

Electric Forklift

PRIMARY POINT OF CONTACT

Patrick Rumley

Contracting Officer

Phone: 246-227-4275

Fax: 246-227-4236

[Bridgetownprocurement@state.gov](mailto:Bridgetownprocurement@state.gov)

SECONDARY POINT OF CONTACT:

Tonya Veira

Purchasing Agent

Phone: 246-227-4352

Fax: 246-227-4236

[Bridgetownprocurement@state.gov](mailto:Bridgetownprocurement@state.gov)

PLACE OF PERFORMANCE:

***Bridgetown***

DESCRIPTION:

The American Embassy Bridgetown invites you to submit a quote for One (1) Electric Forklift.

Item Required:

**Quantity: 1**

Electric Forklift

*Specifications*

- Load - 3'000 - 5'000 lbs.
- Indoor - Outdoor Use.
- Reach - 0 - 20 Ft
- Pneumatic Drive and Steer tires
- Electrical System (48 –volt)
- Hydraulic and Drive Motor both brushless AC.
- Overhead guard height. 84”.
- Onboard Diagnostics and monitoring System.

All parts, scheduled maintenance and emergency maintenance should be available on Island.

Submit quotes via email: [Bridgetownprocurement@state.gov](mailto:Bridgetownprocurement@state.gov) by 4:00 p.m. on Wednesday, September 14, 2016.

SAM registration is required pursuant to FAR provision 5.2007, and prospective offers are encouraged to register prior to the submittal of proposals.

What is SAM?

The System for Award Management (SAM) is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. There is NO fee to register for this site. Entities may register at no cost directly from this page. User guides available below.

<https://www.fws.gov/international/pdf/sam-duns-registration-instructions.pdf>

You need a Data Universal Numbering System (DUNS) number to register your entity in SAM. DUNS numbers are unique for each physical location you want to register.

\* Go to <http://fedgov.dnb.com/webform>

NATO Commercial and Government Entity (NCAGE) Code

\* Go to <https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx>

Then register with SAM

\* Go to [www.sam.gov](http://www.sam.gov)

\* You will receive an email from D&B with your DUNS number, you can use this number to register in SAM

A few tips in SAM

\* On the business information page, you will create a Marketing Partner Identification Number (MPIR). Write your MPIN down. It is used as a password in other government systems.

\* If you do not pay U.S. taxes, do not enter a TIN or select a TIN type. Leave those fields blank.

\* Only use the NCAGE coder you go for your DUNS number. Remember, the name and address information must match on the DUNS and NCAGE records.

\* Make sure to select "Foreign Owned and Located" on the General Information page.

\* As a foreign entity, you do not need to provide EFT banking information on the Financial Information page. The remittance name and address are the only mandatory information for you on this page.

\* In the point of Contact” section, list the names of people in your organization who know about this registration in SAM and why you want to do business with the U.S. Federal government. These are called “Points of Contact” or POCs.