



*Embassy of the United States of America  
Phnom Penh, Cambodia*

September 02, 2014

General Services Office  
#1, Street 96,  
Phnom Penh, Cambodia  
Tel: 023 728 000  
Fax: 023 728 400

Dear Prospective Offerors:

**SUBJECT: Solicitation SCB60014Q0014 – Request for Quotation for “The Supply of Electronic Mobile Devices for the US Embassy Phnom Penh”**

The U.S. Embassy Phnom Penh invites you to submit a quotation for “The Supply of Electronic Mobile Devices for the US Embassy Phnom Penh.” A detailed list of the requirement is enclosed.

Your quotation must be submitted in a sealed envelope marked " The Supply of Electronic Mobile Devices for the US Embassy Phnom Penh," GSO-Procurement Section, # 1, Street 96, Phnom Penh, Cambodia or be sent by email to [PhnomPenhProcurement@state.gov](mailto:PhnomPenhProcurement@state.gov) on or before **4:00 PM on September 17, 2014**. No quotation will be accepted after this time.

In order for a quotation to be considered, you must also complete and submit the following:

1. SF-18
2. Specifications and brand name/model of the products offered.

Late quotations will not be accepted and the evaluation method is the lowest price, technically acceptable (LPTA) method.

Direct any questions regarding this solicitation to [PhnomPenhProcurement@state.gov](mailto:PhnomPenhProcurement@state.gov) during regular business hours.

Sincerely,

Rebecca C Raman  
General Services Officer

<b>REQUEST FOR QUOTATIONS</b> <i>(THIS IS NOT AN ORDER)</i>	THIS RFQ [ ] IS [x] IS NOT A SMALL BUSINESS-SMALL PURCHASE SET-ASIDE (52.219-4)	PAGE 2	OF 1	PAGES 3
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1. REQUEST NO. <b>SCB60014Q0015</b>	2. DATE ISSUED <b>September 02, 2014</b>	3. REQUISITION/PURCHASE REQUEST NO.	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING
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5A. ISSUED BY <b>American Embassy Phnom Penh # 1, St. 96, Sangkat Wat Phnom, Phnom Penh</b>	6. DELIVER BY (Date) <b>4 – 6 weeks after issuing order</b>
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5B. FOR INFORMATION CALL: (Name and telephone no.) (No collect calls)		7. DELIVERY <input checked="" type="checkbox"/> FOB DESTINATION OTHER (See Schedule)	
NAME <b>Rebecca C Raman</b> phnompenhprocurement@state.gov	TELEPHONE NUMBER AREA CODE <b>023 728 000</b>		

8. TO:		9. DESTINATION	
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a. NAME	b. COMPANY <b>U.S Embassy Phnom Penh</b>	a. NAME OF CONSIGNEE <b>U.S Embassy Phnom Penh</b>
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c. STREET ADDRESS	b. STREET ADDRESS <b># 1, St. 96, Wat Phnom</b>
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d. CITY	e. STATE	f. ZIP CODE	c. CITY <b>Phnom Penh, Cambodia</b>
			d. STATE
			e. ZIP CODE

10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5A ON OR BEFORE CLOSE OF BUSINESS (Date) <b>September 17, 2014 @ 4.00 PM</b>	<b>IMPORTANT:</b> 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
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**11. SCHEDULE (Include applicable Federal, State and local taxes)**

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
1	<b>iPhone 5s 32G or Equivalent</b>	45	Set		
2	<b>iPad Air 64GB Wifi + Cellular or Equivalent</b>	14	Set		
3	<b>iPad Mini Retina Display 64GB Wifi + Cellular or Equivalent</b>	18	Set		
4	Case for item #1	45	Each		
5	Case for item #2	14	Each		
6	Case for item #3	18	Each		
(Details specifications enclosed )					

12 DISCOUNT FOR PROMPT PAYMENT	a. 10 CALENDAR DAYS %	b. 20 CALENDAR DAYS %	c. 30 CALENDAR DAYS %	d. CALENDAR DAYS NUMBER	%
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NOTE: Additional provisions and representations [X] 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>Rebecca C Raman</b>			
b. STREET ADDRESS						
c. COUNTY			16. SIGNER			
d. CITY			a. NAME (Type or print) <b>Rebecca C Raman</b>		b. TELEPHONE	
e. STATE		f. ZIP CODE	c. TITLE (Type or print) <b>General Services Officer</b>		AREA CODE	
					NUMBER	

## Specifications of Electronic Mobile Devices:

No.	Required Technical Specifications		Unit
1	iPhone 5s 32G or Equivalent	- Memory: 32GB - Color: Gold - Operating system: iOS - Warranty: Minimum 1 year authorized manufacturer's warranty - "or Equal" device must be an approved device for use by DOS IRM office - A set of all inbox accessories including screen protector	45 Set
2	iPad Air 64GB Wifi + Cellular or Equivalent	- Memory: 64GB - Color: Space Gray - Operating system: iOS - Warranty: Minimum 1 year authorized manufacturer's warranty - "or Equal" device must be an approved device for use by DOS IRM office - A set of all inbox accessories including screen protector	14 Set
3	iPad Mini Retina Display 64GB Wifi + Cellular or Equivalent	- Memory: 64GB - Color: Silver - Operating system: iOS - Warranty: Minimum 1 year authorized manufacturer's warranty - "or Equal" device must be an approved device for use by DOS IRM office - A set of all inbox accessories including screen protector	18 Set
4	Phone bag/case	- Use for device (Item# 1) - Please provide picture/catalog in the offer	45 Each
5	Bag/case	- Use for device (Item#2) - Please provide picture/catalog in the offer	14 Each
6	Bag/case	- Use for device (Item#3) - Please provide picture/catalog in the offer	18 Each
<p><b>** Remark: Vendor must guarantee that all of the offered items are new, not factory refurbished..</b></p>			

## Special Requirements:

- *Quotation will be evaluated on **Item-by-Item** basis.*
- *Quotation shall be provided with the detailed technical specifications and including product brochure or / catalog for each item. For items 4, 5 & 6, please provide samples.*
- **Payment Terms:** *Full payment will be made within 30 days upon receipt of the products and invoices. Invoice should be clearly stated Purchase Order (PO) reference number and send to:*

*Financial Management Officer  
 # 1, St. 96, Sangkat Wat Phnom, Daun Penh  
 Phnom Penh, Cambodia  
 Email: [PHPVoucher@state.gov](mailto:PHPVoucher@state.gov)*

\* The U.S Embassy Phnom Penh calls to your attention to the requirement of clause 52.204-7 - SYSTEM FOR AWARD MANAGEMENT (JULY 2013) in the solicitation document. The contractor must register in System for Award Management, and for registration, please follow the link: <https://www.sam.gov/portal/public/SAM/>. Please see attached a quick-guide indicating steps of registration.