

The purpose of this amendment is to:

-Change the pre-proposal conference date from December 11, 2015 at 09:00 am to December 09, 2015 at 09:00 am.

-Change the date of submission of offers from December 29, 2015 to December 15, 2015 by 10:00 am.

-Add two services under (e) Other services with the following numbering:

4. Reweigh of HHE shipments
5. Reweigh of UAB shipments

-Add the scope of work for the two new services on page 22 under 18. COMPUTATION OF WEIGHTS

Reweigh of shipments:

Upon request, vendor will provide services to reweigh inbound shipments, in accordance with following procedures:

1. At the time of receipt, each lift van should be weighed separately to establish its gross weight. Scale shall be accurate with documentation of recent calibration shall be provided upon request.
2. Following delivery and unpacking of the household effects, the lift van and any blocking and bracing material should be reweighed on the same scale to obtain the tare (empty) weight of the lift van. The gross weight less the tare weight will establish the actual net weight of the household effects. Cartons and wrapping or padding material should not be included as part of the tare weight of the lift van.
3. Vendor shall provide certified documentation showing the gross, tare, and net weights.
4. For reweighing of inbound unaccompanied air baggage (UAB) shipments, actual gross weight shall be provided.

-Replace pages 3 through 5 with new pages 3 through 5 with the new pricing section and pages 22 to 24 with new pages 22 to 24

Description		Unit of Measure	Rate per Unit	Estimated quantity per shipment (lbs)	Estimated # of shipments	Total per shipment USD	Annual Total
(a) Packing services							
1	Packing of HHE Effects						
1.1	Packing services for surfaces shipments, including all materials, weighing, crating, steel banding at the residence and transport to contractor's facilities for loading to shipping line container.	PER 100/lbs net	\$	6000	20	\$	\$
1.2	Packing services for HHE under "air authorized destinations" as airfreight shipments, including all materials, weighing, crating, steel banding at the residence and transport to contractor's facilities for delivery to air carrier at a later date.	PER 100/lbs net		6000	5		
1.3	Packing of HHE for local move including transportation within city limits and unpacking services.	PER 100/lbs net		6000	5		
1.4	Handling of items already packed. To be included in the inventory	PER 100/lbs net		900	1		
1.5	Minimum chargeable weight			900			
2	Packing of UAB						
2.1	Packing, weighing, steel banding at residence, transport to contractor's facilities and delivery to an air carrier at a later date.	PER 100/lbs gross		450	25		
2.2	Minimum chargeable weight			150			
(b) unpacking services							
1	Unpacking of HHE						
1.1	Receipt at contractors facilities, delivery and unpacking at residence	PER 100/lbs net		6000	20		
1.2	Receipt at contractors facilities, and delivery at residence.	PER 100/lbs net		6000	1		

1.3	Pick-up at Customs (Toncontin), deliver and unpack at residence (large).	PER 100/lbs net		6000	1		
1.4	Pick-up at Customs (Toncontin), deliver and unpack at residence (small).	PER 100/lbs net		700	10		
1.5	Minimum chargeable weight			700			

(c) Storage Services

1	Monthly storage of effects, including in/out storage handling.	PER 100/lbs net		6000	10		
	Total Days free of charge:						

(d)

) Vehicle

1	Vehicle unloading from shipping line container or platform to a platform tower and transport to Embassy premises or designated residences.						
1.1	Without boxing	VEHICLE		N/A	30		
1.2	With boxing	VEHICLE		N/A	1		
2	Vehicle unloading from shipping line container and delivery to owner or embassy representative at Contractor's facilities.						
2.1	Without boxing	VEHICLE		N/A	1		
2.2	With boxing	VEHICLE		N/A	1		
	Armored vehicle unloading from shipping line container or platform to a platform tower and transport to Embassy premises or designated residences						
	Without boxing	VEHICLE		N/A	5		
	With boxing	VEHICLE		N/A	1		
	Armored vehicle unloading from shipping line container and delivery to owner or embassy representative at Contractor's premises						
	Without boxing	VEHICLE		N/A	1		
	With boxing	VEHICLE		N/A	1		

3	Vehicle loading from Embassy premises or designated residences to platform tower and transport to contractor's facilities for loading to shipping line container or platform						
3.1	Without boxing	VEHICLE		N/A	15		
3.2	With boxing	VEHICLE		N/A	1		
4	Storage per vehicle	MONTHLY		N/A	5		
	Total days free of charge:						
	Armored vehicle loading from Embassy premises or designated residences to platform tower and transport to contractor's facilities for loading to shipping line container or platform				1		
	Without boxing	VEHICLE		N/A	1		
	With boxing	VEHICLE		N/A	1		
	Storage per vehicle	MONTHLY		N/A	1		
	Total days free of charge:						
(e)							
)	Other services						
1	Cost for opening, removing and closing liftvan while in storage	PER LIFTVAN		7 LIFTVANS	3		
2	Waterproof top of lift vans and crates with zinc sheets.	PER LIFTVAN		7 LIFTVANS	3		
3	Packing of office furniture and equipment.	PER 100/lbs net		3000	3		
4	Reweigh of HHE shipments	PER LIFTVAN		7 LIFTVANS	3		
5	Reweigh of UAB shipments	PER BOX		4 BOXES	3		

TOTAL _____

*This estimated amount is based on total estimated Government requirements. This means that if more than one award is made, the estimated amount of work awarded under task order(s) to any single contractor will be less than the amount shown.

The Government will not consider any claim for any additional compensation unless it has been authorized by the Government in writing in advance. The Government shall not be responsible for any work performed that is not specifically provided for under this contract or authorized by the Government in writing in advance.

5. ORDERS

17. VEHICLES

The Contractor shall provide all vehicles necessary for the performance of this contract.

The Contractor shall provide all fuel and lubricants for the vehicles.

The Contractor shall provide the necessary vehicles of appropriate size (2.5 tons or more) for local transportation of shipments and Unaccompanied Air Baggage.

The Contractor shall maintain its vehicles in the proper mechanical condition to assure their full availability when needed, and to assure that shipments are reliably and safely transported from the residence to the appropriate staging area. If the Contractor encounters mechanical difficulties that prevent the scheduled completion of a scheduled pick-up, the Contractor shall immediately obtain a suitable substitute vehicle at no additional cost to the Government. Non-availability of suitable vehicles shall not constitute acceptable justification for late pickup or delivery, or for additional costs to the Government.

18. COMPUTATION OF WEIGHTS

Gross Weight - see "Definitions," paragraph 2.

Net Weight - See "Definitions," paragraph 2.

Gross Weight is calculated by adding the Net Weight of the contents to the weight of the shipping container and any bracing material used to secure articles in the container. The Contractor shall designate and the COR shall approve a scale to be used for determination of shipment weights. The scale must be officially certified as accurate and must continually display documentation in testimony thereof. All official certificates of accuracy must be periodically updated and recertified to ensure there is no lapse of certification.

The COR or an appointed representative may be present at the scale site when any shipment weight is taken to witness the accuracy of the reading. The Contractor shall submit to the COR with each invoice a weight certificate, signed by the Government employees for whom services were rendered, and the name of any Government employee who witnessed the weight reading.

When the Net Weight of a shipment has not been determined by actual measurement before shipment occurs, for payment purposes the Net Weight shall be defined as two thirds of the Gross Weight of the shipment. With the invoice for each shipment, the Contractor shall submit a written justification describing why the shipment could not be weighed before it was shipped.

Reweigh of shipments:

Upon request, vendor will provide services to reweigh inbound shipments, in accordance with following procedures:

1. At the time of receipt, each lift van should be weighed separately to establish its gross weight. Scale shall be accurate with documentation of recent calibration shall be provided upon request.
2. Following delivery and unpacking of the household effects, the lift van and any blocking and bracing material should be reweighed on the same scale to obtain the tare (empty) weight of the lift van. The gross weight less the tare weight will establish the actual net weight of the household effects. Cartons and wrapping or padding material should not be included as part of the tare weight of the lift van.

3. Vendor shall provide certified documentation showing the gross, tare, and net weights.
4. For reweighing of inbound unaccompanied air baggage (UAB) shipments, actual gross weight shall be provided.

19. QUALITY ASSURANCE AND SURVEILLANCE PLAN (QASP)

This plan provides an effective method to promote satisfactory contractor performance. The QASP provides a method for the Contracting Officer's Representative (COR) to monitor Contractor performance, advise the Contractor of unsatisfactory performance, and notify the Contracting Officer of continued unsatisfactory performance. The Contractor, not the Government, is responsible for management and quality control to meet the terms of the contract. The role of the Government is to monitor quality to ensure that contract standards are achieved.

Performance Objective	Scope of Work Para	Performance Threshold
<u>Services.</u> Performs all shipping and packing services set forth in the scope of work.	1. thru 19.	All required services are performed and no more than one (1) customer complaint is received per month.

Monitoring Performance

The COR will receive and document all complaints from Government personnel regarding the services provided. If appropriate, the COR will send the complaints to the Contractor for corrective action.

Standard

The performance standard is that the Government receives no more than one (1) customer complaint per month. The COR shall notify the Contracting Officer of the complaints so that the Contracting Officer may take appropriate action to enforce the inspection clause, FAR 52.212-4 Contract Terms and Conditions-Commercial Items, if any of the services exceed the standard.

20. PROCEDURES

- (a) If any Government personnel observe unacceptable services, either incomplete work or required services not being performed, they should immediately contact the COR.
- (b) The COR will complete appropriate documentation to record the complaint.
- (c) If the COR determines the complaint is invalid, the COR will advise the complainant. The COR will retain the annotated copy of the written complaint for his/her files.
- (d) If the COR determines the complaint is valid, the COR will inform the Contractor and give the Contractor additional time to correct the defect, if additional time is available. The COR shall determine how much time is reasonable.
- (e) The COR shall, as a minimum, orally notify the Contractor of any valid complaints.

- (f) If the Contractor disagrees with the complaint after investigation of the site and challenges the validity of the complaint, the Contractor will notify the COR. The COR will review the matter to determine the validity of the complaint.
- (g) The COR will consider complaints as resolved unless notified otherwise by the complainant.
- (h) Repeat customer complaints are not permitted for any services. If a repeat customer complaint is received for the same deficiency during the service period, the COR will contact the Contracting Officer for appropriate action under the Inspection Clause.