

American Embassy, New Delhi



*American Embassy, New Delhi, India
Shanti Path, Chanakyapuri,
New Delhi-110021
Phone No. 91-11-24198728
Fax No. 91-11-24198278*

Solicitation No. S-IN650-14-Q-0126**Dated: September 3, 2014****Name & address of Offeror****Issued by: GSO/Contracting**

You are invited to quote your lowest prices for the Supply of "iPhone 5S and iPad Mini with Retina Display (Wifi+Cellular)" at the space provided and send it through email to newdelhibids@state.gov, no later than 5 p.m. on **September 12, 2014**. Offers submitted on any other e-mail shall not be considered for further evaluation. The Offeror must write their name, address and contact phone number on each page. The Contracting Officer shall provide additional information and/or clarifications concerning this solicitation.

Goods - Description

Item No.	Description	Unit of Measure	Unit Cost	VAT	Unit Cost with VAT	Quantity	Total Cost
1.	Genuine Iphone 5S, Capacity (32GB)	Each				25	
2.	iPad Mini with Ratina Display (Wifi+Cellular), Capacity (32GB)	Each				15	

Cost Break Up

C1) Excise duty % and amount (if applicable) _____

C2) Central Sales Tax (CST) (If applicable) _____

C3) Delhi VAT (if applicable) _____

C4) Freight delivered at American Embassy, New Delhi (if applicable) _____

Total Cost including (A+B+C+D) (for local suppliers only) _____

1. IMPORTANT INSTRUCTIONS FOR OFFER SUBMISSION:

- This will be a firm fixed price type of Contract with no additional charges. The prices shall include all taxes and freight if applicable and delivery to American Embassy, New Delhi.
- Bidders are requested to please mention part number of quoted product.
- Your offer should be valid for at least 30 days from the submission date.
- All proposed prices shall be in INR.
- **Delivery Schedule:** The phones & Ipad with accessories shall be delivered to the American Embassy, Chanakyapuri as soon as possible but no later than 30 calendar days after contract award.

Offeror to fill in:

Soonest delivery time after contract award: _____ calendar days.

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- **Warranty:** The Contractor agrees that phones and ipads under this contract shall be covered by the most favorable commercial warranty the contractor gives to any customer for such items. All warranty documentation and contract information for services shall be delivered with the material.
To be filled out by the Offeror:
Point of contact for service during the warranty period: _____
Tel No: _____
Email Address: _____
- For any technical queries kindly e-mail at mehtan@state.gov, sharmac@state.gov before September 08, 2014. The answers to the queries will be shared with all prospective bidders. Any query received after 8th September 2014 will not be entertained.
- If any offer is received late, accepting or rejecting the offer shall be at the sole discretion of the Contracting Officer (CO)
- **The quotation must be submitted electronically no later than 5pm local time on or before September 12, 2014 at: Newdelhibids@state.gov with subject line "Request for Solicitation#SIN65014Q0126 for purchase of Iphone & Ipad". Please do not submit your quotations via courier.**
- Quotations submitted at any other email id and after the due date and time given shall be dealt with in accordance with the procedures in FAR provision 52.212-1(f).
- This purchase shall be bound by the FAR & DOSAR clauses, 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>.

2. Kindly submit following documents along with your offer:

- Technical catalogue/data sheet of the offered product along with your offer
- List of clients along with their contact details where you have supplied similar type of vehicles.

3. Other Requirement:

- DUNS number of your company and Proof of being registered on SAM (System for Award Management). If not already registered offeror must initiate the process of obtaining DUNS number and being registered on SAM. Order will not be placed on a supplier who is not registered on SAM, as it is mandatory to have the DUNS number for the purpose releasing supplier payment.
- VAT (for local suppliers): If VAT is applicable than in order to enable the Government to claim VAT refunds, the offeror shall indicate VAT separately. The supplier shall furnish tax invoice in accordance with New Delhi VAT regulations.
- Custom Duty: US Embassy is exempt from custom duty, relevant exemption Documents for the same will be provided.
- Excise Duty and Central Sales Tax (CST): Applicable for vendors operating within India. American Embassy is exempt from the same. Relevant exemption Documents for the same will be provided.
- Kindly prepare your quotations clearly giving break-up of Excise duty and CST if applicable.

4. Evaluation Factors:

- Award will be made to the "lowest priced, technically acceptable, responsible bidder" offer.
- Record of satisfactory past performance.
- The U. S. Government reserves the right to reject any offer that is unreasonably low or high.
- Offer acceptability will be determined by assessing the bidder's compliance with the terms of the RFQ. The offeror must properly complete and submit all sections of the solicitation. Proposals which do not comply with the RFQ may be rejected on that basis.
- The Government will determine bidder responsibility by analyzing whether the apparent successful bidder complies with the requirements of FAR 9.1, including:

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- adequate financial resources or the ability to obtain them;
- ability to comply with the required performance period, taking into consideration all existing commercial and governmental business commitments;
- satisfactory record of integrity and business ethics;
- necessary organization, experience, and skills or the ability to obtain them;
- necessary equipment and facilities or the ability to obtain them; and
- be otherwise qualified and eligible to receive an award under applicable laws and regulations.

5. Terms and Conditions:

- If your proposal/ offer are accepted, American Embassy will issue a **U S Government purchase order**.
- American Embassy does not make advance payment.
- Payment terms: Payment shall be made thru EFT (electronic fund transfer) within Net 30 days of receipt of material with proper original invoice at American Embassy, New Delhi.

Important: The Embassy reserves the right to reject any or all offers and to delete any portion/or items of the solicitation. Your offer should be valid for at least 30 days from the submission date. Once the Purchase Order is awarded, the prices shall hold good till the delivery is completed.

Name of the Offeror _____

Signature _____ Dated _____

Telephone # _____

Fax # _____

Email Id: _____

Sincerely,

Edith A. Davis
Edith A. Davis

Contracting Officer