



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

Solicitation No. S-IN650-16-Q-0104

Dated: 15th July 2016

Name & address of Offeror

Issued by: GSO/Contracting

You are invited to submit your competitive quote for the supply of **“Single Cab Pickup Truck (02 Seater) (Petrol+Automatic) vehicle”** as per specification provided in Annexure-A”. Please submit your quote via email at newdelhibids@state.gov, **no later than 1400 hours on 29th July 2016**. Offers submitted on any other e-mail shall not be considered for further evaluation. Please ensure quoted product specification meet or equivalent as per requirement listed in annexure-A. 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

- 1. Supply of “Single Cab Pickup truck (02 Seater)(Petrol+Automatic) vehicle” as per attached Annexure-A.**
 1qty

Cost Break Up

- A) Vehicle Cost _____
- B) Offshore Suppliers**
 - b1) freight and insurance up to Inland Container Depot (ICD) New Delhi, India _____
- C) Local supplier**
 - 1) Excise duty % and amount (if applicable) _____
 - 2) Central Sales Tax (CST) (If applicable) _____
 - 3) Delhi VAT (if applicable) _____
 - 4) Freight & Unloading up to Inland Container Depot (ICD) New Delhi, India _____

Total Cost including (A+B) for offshore suppliers _____
 Total Cost including (1+2+3+4) (for local suppliers only) _____

➔ IMPORTANT INSTRUCTIONS FOR OFFER SUBMISSION:

1. All offshore offers must submit their quote in United States Dollars USD \$.
2. Local offerors can submit their offers in either Indian Rupees (INR) or United States Dollars (USD \$).
3. This will be a firm fixed price Contract with no additional charges for currency fluctuation. The prices shall include all taxes and freight if applicable and delivery up to ICD, New Delhi.
4. On-road (within Delhi) Insurance will be paid by Embassy.
5. **Price:** The price should be on CIF, ICD, New Delhi basis with ‘NIL’ custom duty. Freight pre-paid up to ICD/TKD (Inland container Depot), Tuglakabad, New Delhi, India.

6. **Custom Clearance & Forwarding:** US Embassy is exempted from custom duty. Custom clearance and forwarding will be done by the Embassy. The vendor will ensure the shipping documents are submitted to the Embassy well in advance for arranging exemption certificate and other documents from MEA before the shipment arrives at ICD, New Delhi.
7. **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.
8. **VAT (for local suppliers):** In order to enable the U. S. Government to claim VAT refunds, the bidders shall indicate VAT separately. The supplier shall furnish tax invoice in accordance with New Delhi VAT regulations.
9. Kindly prepare your quotations clearly giving break-up of Excise duty, Vat and Central Sale Tax if applicable.
10. Your offer should be valid for at least 90 days from the submission date.
11. Please quote for only available model. Bidders are requested to please clearly mention make/model of quoted product. Please advise lead time of delivery and warranty period.
12. For any technical queries kindly e-mail at mehtan@state.gov & sharmac@state.gov. The answers to the queries will be shared with all prospective bidders. Any query received after crossing this deadline will not be entertained.
13. **Submission of the offer: The quotation must be submitted electronically (via email) no later than 1400hours local time on or before 29th July 2016 only at: Newdelhibids@state.gov with subject line "Request for Solicitation#SIN65016Q0104 for "Supply of Single Cab Pickup Truck (02 Seated)". Please do not submit your quotations via courier.**
14. 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).
15. 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>.

Kindly submit following documents along with your offer:

- a) Make/model details along with technical specifications/catalog/Image of the offered product.
- b) Offer without the technical catalog/data sheet shall not be considered for further evaluation.
- c) The offeror agrees to hold the prices in its offer firm for 90 days calendar days from the date specified for receipt of offers, unless another time period is specified in an addendum to the solicitation.
- d) List of clients along with their contact details where you have supplied similar type of vehicles.
- e) Delivery time: As per manufacturer's schedule.

System for Award Management: Unless exempted by an addendum to this solicitation, by submission of an offer, the offeror acknowledges the requirement that a prospective awardee shall be registered in the SAM database prior to award, during performance and through final payment of any contract resulting from this solicitation. If the Offeror does not become registered in the SAM database in the time prescribed by the Contracting Officer, the Contracting Officer will proceed to award to the next otherwise successful registered Offeror. Offerors may obtain information on registration and annual confirmation requirements via the SAM database accessed through <https://www.acquisition.gov>.

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.
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Evaluation Factors:

- Award will be made to the "Lowest Price Technically Acceptable" offer. The U. S. Government reserves the right to reject any offer that is unreasonably low or high.
- Record of Satisfactory Past performance.

- 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:
 - 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.

Terms and Conditions:

- If your proposal/ offer are accepted, American Embassy will issue a U S Government purchase order and fixed price 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 vehicle with proper original invoice at American Embassy, New Delhi.
- Invoice: original invoice should be mailed/addressed direct to the American Embassy, Financial Management Center (FMC), Shantipath, Chanakyapuri, New Delhi.
- The quotation must be submitted electronically no later than 1400hours local time on or before 29th July 2016 only at: Newdelhibids@state.gov with subject line "Request for Solicitation#SIN65016Q0104 for "Purchase of Single Cab Pickup Truck (02 seater)". Please do not submit your quotations via courier.

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 90 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,

Brad Stein
Contracting Officer