

SITE VISIT

March 7, 2012 Vehicle Sunshades U.S. EMBASSY – BAGHDAD, IRAQ

1 Offers to be submitted before or on the date stated in the RFP SF-1442, Block 13. All offers must be submitted electronically to BaghdadGSOProcBid@state.gov or hand delivered as per instructions. **Quotes submitted to any other email address will not be considered.**

2 **Section F. Deliveries or performance.**

“Completion of the project within **90 calendar days** after the issuance of the notice to proceed”

3. **Working hours.** All work shall be performed on regular workdays between 08:00 and 17:00, except for the holidays listed in Section F.8. Other hours, if requested by the Contractor, may be approved by the Contracting Officer's Representative (COR). The Contractor shall give 24 hours in advance to COR who will consider any deviation from the hours identified above. Changes in work hours, initiated by the Contractor, will not be a cause for a price increase.

4. **Section H. Special Contract requirements.**

Performance/Payment Protection:

The Contractor shall furnish (1) a performance and guaranty bond and a payment bond, each in the amount of 20% of the contract price, or (2) a bank guarantee letter issued by the Bank.

Insurance:

The Contractor is required by FAR 52.228-5, "Insurance - Work on a Government Installation" to provide whatever insurance is legally necessary. The Contractor shall at its own expense provide and maintain during the entire performance period the following insurance amounts:

General Liability (includes premises/operations, collapse hazard, products, completed operations, contractual, independent contractors, broad form property damage, personal injury)

1. Bodily Injury on or off the site stated in US Dollars:

Per Occurrence	\$10,000.00
Cumulative	\$60,000.00

2. Property Damage on or off the site in US Dollars:

Per Occurrence	\$10,000.00
Cumulative	\$60,000.00

The foregoing types and amounts of insurance are the minimums required. The Contractor shall obtain any other types of insurance required by local law or that are ordinarily or customarily obtained in the location of the work. The limit of such insurance shall be as provided by law or sufficient to meet normal and customary claims.

Construction Personnel (Security Clearance):

After award, the Contractor has ten (10) calendar days to submit to the Contracting Officer a list of workers and supervisors assigned to this project for the Government to conduct all necessary security checks. It is anticipated that security checks will take 30 days to perform. For each individual the list shall include:

- (a) **Full Name**
- (b) **Place and Date of Birth**
- (c) **Current Address**
- (d) **Identification number (*Jinsya or passport*)**
- (e) **Vehicle make, model, color and license plate number**

Defense Base Act Insurance Information:

The Contractor is required by DOSAR 652.228-74 to obtain insurance. Please refer to Attachment 5.

5. Section L. Instructions to Offerors

B. SUBMISSION OF OFFERS

This solicitation is for the performance of the construction services described in SCOPE OF WORK, and the Attachments which are a part of this request for proposals.

Each quotation must consist of the following:

<u>Volume</u>	<u>Title</u>	<u>No. of Copies</u>
I	Executed Standard Form 1442, and completed Section K	<u>1</u>
II	Price Proposal and Completed Section B, including a completed Attachment 2, "Breakdown of Proposal Price by Divisions of Specifications" and Bid Form	<u>1</u>
III	Performance schedule in the form of a "bar chart" and Business Management/Technical Proposal	<u>1</u>

Volume III: Performance schedule and Business Management/Technical Proposal.

(a) Present the performance schedule in the form of a "bar chart" indicating when the various portions of the work will be commenced and completed within the required schedule. This bar chart shall be in sufficient detail to clearly show each segregable portion of work and its planned commencement and completion date.

(b) The Business Management/Technical Proposal shall be in two parts, including the following information:

Proposed Work Information - Provide the following:

- (1) A list of the names, addresses and telephone numbers of the owners, partners, and principal officers of the Offeror;
- (2) The name and address of the Offeror's field superintendent for this project;
- (3) A list of the names, addresses, and telephone numbers of subcontractors and principal materials suppliers to be used on the project, indicating what portions of the work will be performed by them; and,

Experience and Past Performance - **List all contracts and subcontracts your company has held over the past three years for the same or similar work.** Provide the following information for each contract and subcontract:

- (1) Customer's name, address, and telephone numbers of customer's lead contract and technical personnel;
- (2) Contract number and type;
- (3) Date of the contract award place(s) of performance, and completion dates;
- (4) Contract dollar value;
- (5) Brief description of the work, including responsibilities;
- (6) Comparability to the work under this solicitation;
- (7) Brief discussion of any major technical problems and their resolution;
- (8) Method of acquisition (fully competitive, partially competitive, or noncompetitive), and the basis for award (cost/price, technical merit, etc.);
- (9) Cost/price management history, including any cost overruns and under runs, and cost growth and changes;
- (10) Percent turnover of contract key technical personnel per year;
- (11) Any terminations (partial or complete) and the reason (convenience or default)
- (12) Identify any accidents or safety concerns that occurred and resolution.

LICENSES

- (1) A copy of the company registration with the Iraqi Ministry of Trade, or
- (2) For foreign companies, a copy of the company registration with the Foreign Companies Section of the Iraqi Ministry of Trade,

INSURANCE & PAYMENT PROTECTION INFORMATION

- (1) A statement identifying the insurance company from which the general liability insurance policy will be purchased if awarded the contract.
 - (2) A statement identifying the bank which will issue the bank guaranty letter if awarded the contract.
6. It is clarified that the U.S. Government will not make any advance payments.
 7. **LATE QUOTATIONS.** Late quotations shall be handled in accordance with FAR