

## **Request for Quotation**

**Product/service required:** Supply and delivery of 10 ea. new generators as indicated in the scope of work. Please see detailed specifications in the scope of work document.

### **Detailed Description:**

1. The US Embassy Windhoek is soliciting quotes for the supply and delivery of 10 ea. new generators for residential use. The offer/quote/proposal must include shipping and transportation.
2. **Quotation Procedure:**  
All quotes must be written in English and submitted via email to:  
Contracting Officer  
Mr. Mac McLaurin  
US Embassy, Windhoek, Namibia  
Tel: 092 64 61 2958500  
[McLaurinW@state.gov](mailto:McLaurinW@state.gov)  
Due date: On or before May 06, 2016 at 12h00 Namibian time

*NB! Please follow the quote format on page 14 – 15 of the scope of work*

3. **Contract vehicle:** Open Market
4. **Set-aside restrictions?** There are no set-aside restrictions for this procurement.
5. **Meet or Exceed?** Offers must meet or exceed requested specifications as described herein.
6. **Award Type:** Government Purchase Order.
7. **Evaluation Criteria:** Lowest price and Technically-Acceptable by the Government.
8. **Offer validity:** 30 days

**Applicable FAR clauses:** The selected Offer or must comply with all applicable FAR clauses. Please see final contracting instrument for a complete list, the full text of which may be accessed electronically at <http://www.acqnet.gov/far>.

**Contracting Authority:** This request for quotation does not constitute a contract with the U.S Government. Per FAR 1.602, the sole representative of the Government authorized to enter into an agreement is a warranted Contracting Officer. The selected Offeror must ensure that a valid obligating document (e.g. Government Purchase Order) signed by a Contracting Officer is in place before commencement of work. Any and all modifications after the commencement of work must likewise be authorized by a Contracting Officer.

**Delivery and Work Completion:** Upon receipt of Purchase Order.