



Embassy of the United States of America

GSO/Contracting & Procurement
U.S. Embassy, Abuja
Plot 1075 Diplomatic Drive, CBD
Abuja

June 20, 2012

Dear Offeror,

REQUEST FOR QUOTE (RFQ) – PURCHASE OF AUTOMATIC TRANSFER SWITCH FOR CDC NIGERIA OFFICE, CBD ABUJA

The American Embassy invites you to furnish your quotation for the purchase, installation and commissioning of a 1000 Amps 2+1 Automatic Transfer Switch (ATS) Panel for the CDC Nigeria Office, CDB Abuja as specified in Block 11 of the attached form and Statement of Work (SOW). The Request for Quotation consists of the following:

1. Standard Form SF-18
2. Statement of Work
3. Instructions on late quotation rules and evaluation method.

The Embassy plans to award a Purchase Order. You are encouraged to make your quote competitive. You are also cautioned against any collusion with other potential offerors with regard to quotations to be submitted. A site visit has been scheduled at CDC Nigeria Office, Maina Court, Plot 252A Herbert Macaulay Way, CBD Abuja, for Friday June 29, 2012 at 10.00am. The RFQ does not commit the American Embassy, Abuja, to make any award. The Government may cancel this RFQ or any part of it at its own discretion.

Please read the RFQ carefully, and if you are interested, submit your quotation. Return the completed forms SF-18 to the address shown in Block 5A of the form by 13.00 on Friday July 06, 2012. Your quote should be accompanied with your comprehensive company profile and any other information you consider necessary to show your capability to execute this job. Oral quotations will not be accepted.

Thanks for your co-operation.

Sincerely,

A handwritten signature in blue ink, appearing to read "JL", written over a horizontal line.

Jim Landherr
Contracting Officer

JL:cu

REQUEST FOR QUOTATIONS
(THIS IS NOT AN ORDER)

THIS RFQ [] IS [x] IS NOT A SMALL BUSINESS-
SMALL PURCHASE SET-ASIDE (52.219-4)

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1. REQUEST NO.	2. DATE ISSUED 6/20/2012	3. REQUISITION/PURCHASE REQUEST NO. 1804097	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING
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5A. ISSUED BY General Services Office, Contracting & Procurement U.S. Embassy, Abuja, Plot 1075 Diplomatic Drive, CBD Abuja	6. DELIVER BY (Date)
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5B. FOR INFORMATION CALL: (Name and telephone no.) (No collect calls)		7. DELIVERY
NAME Chike Udolisa	TELEPHONE NUMBER AREA CODE NUMBER 0803 665 0061	OTHER (See Schedule)

8. TO:		9. DESTINATION
a. NAME	b. COMPANY	a. NAME OF CONSIGNEE U.S. Embassy, Abuja

b. STREET ADDRESS Plot 1075 Diplomatic Drive CBD	
d. CITY ABUJA	e. ZIP CODE
d. STATE FCT	e. ZIP CODE

10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5A ON OR BEFORE CLOSE OF BUSINESS (Date)
Friday July 6, 2012

IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5A. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or services. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter

11. SCHEDULE (Include applicable Federal, State and local taxes)

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
	<p>To furnish, install and commission a 1000 Amps 2+1 Automatic Transfer Switch (ATS) at CDC Nigeria Office in Abuja as per the attached Statement of Requirement (SOW).</p> <p>Please convene for the site visit at Maina Court, Plot 252A Herbert Macaulay Way, CBD Abuja by 10.00 am on Friday June 29, 2012.</p> <p>Please submit a price proposal (in Naira) with a minimum of 30-day offer validity to the Contracting Officer as specified in block 5a above.</p> <p>Quotes submitted to officers other than the Contracting Officer shall be null and void.</p>				

12 DISCOUNT FOR PROMPT PAYMENT	a. 10 CALENDAR DAYS %	b. 20 CALENDAR DAYS %	c. 30 CALENDAR DAYS %	d. CALENDAR DAYS NUMBER %
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NOTE: Additional provisions and representations [] are [] are not attached.

13 NAME AND ADDRESS OF QUOTER			14 SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION	15 DATE OF QUOTATION
a. NAME OF QUOTER				
b. STREET ADDRESS	16. SIGNER			
c. COUNTY	a. NAME (Type or print)		b. TELEPHONE	
d. CITY	e. STATE	f. ZIP CODE	c. TITLE (Type or print)	
			AREA CODE	
			NUMBER	

FAR 52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This purchase order or BPA incorporates the following clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address:

<http://www.arnet.gov/far> or, <http://farsite.hill.af.mil/search.htm>

FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1) CLAUSES

<u>NUMBER</u>	<u>TITLE AND DATE</u>
52.209-6	Protecting the Government's Interests When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment (JUL 1995) (if order exceeds \$25,000)
52.213-2	Invoices (APR 1984) (for subscriptions with advance payments)
52.217-6	Option for Increased Quantity (MAR 1989) (if order contains options where the quantity is expressed as a percentage of the basic order quantity or as an additional quantity of a specific line item)
52.217-8	Option to Extend Services (AUG 1989) (if order is for services and contains options)
52.217-9	Option to Extend the Term of the Contract (MAR 1989) (if order is for services and contains options) Fill-in for paragraph (a): "the performance period of the order or within 30 days after funds for the option become available, whichever is later." Fill-in for paragraph (c): _____ <i>[insert time frame]</i>
52.225-11	Restrictions on Certain Foreign Purchases (AUG 1998)
52.225-14	Inconsistency Between English Version and Translation of Contract (AUG 1989)
52.227-14	Rights in Data – General (JUN 1987) (if order involves the production, furnishing, or acquiring of data)
52.227-18	Rights in Data – Special Works (JUN 1987) (if order is for the compilation or production of data for the Government's own use)
52.232-1	Payments (APR 1984)
52.232-8	Discounts for Prompt Payment (MAY 1997)
52.232-11	Extras (APR 1984)
62.232-24	Prohibition of Assignment of Claims (JAN 1986)
52.232-25	Prompt Payment (JUN 1997)
52.232-33	Mandatory Information for Electronic Funds Transfer (AUG 1996) (if payment will be made by electronic funds transfer)
52.232-34	Optional Information for Electronic Funds Transfer Payment (AUG 1996) (if payment will not be made by electronic funds transfer)
52.233-1	Disputes (OCT 1995) Alternate I (DEC 1991)
52.233-3	Protest After Award (AUG 1996)
52.237-2	Protection of Government Buildings, Equipment, and Vegetation (APR 1984) (for services to be performed on U.S. Government installations)
52.243-1	Changes -- Fixed-Price (AUG 1987) (for supplies) Alternate I (APR 1984) (for services)
52.245-4	Government-Furnished Property (Short Form) (APR 1984) (for services when U.S. Government-furnished property is valued at \$100,000 or less)
52.246-2	Inspection of Supplies -- Fixed-Price (AUG 1996) (for supplies)
52.246-4	Inspection of Services -- Fixed-Price (AUG 1996) (for services)
52.247-34	F.o.b. Destination (NOV 1991) (for supplies)
52.247-35	F.o.b. Destination, Within Consignee's Premises (APR 1984) (for supplies requiring inside delivery)
52.249-1	Termination for Convenience of the Government (Fixed-Price) (Short Form) (APR 1984) (for supplies)
52.249-4	Termination for Convenience of the Government (Services) (Short Form) (APR 1984) (for services)
52.249-8	Default (Fixed-Price Supply and Services) (APR 1984)

The following clause is provided in full text:

52.244-6 Subcontracts for Commercial Items and Commercial Components (OCT 1995)

(a) *Definitions.*

“Commercial item”, as used in this clause, has the meaning contained in the clause at 52.202-1, Definitions.

“Subcontract”, as used in this clause, includes a transfer of commercial items between divisions, subsidiaries, or affiliates of the Contractor or subcontractor at any tier.

(b) To the maximum extent practicable, the Contractor shall incorporate, and require its subcontractors at all tiers to incorporate, commercial items or non-developmental items as components of items to be supplied under this contract.

(c) Notwithstanding any other clause of this contract, the Contractor is not required to include any FAR provision or clause, other than those listed below to the extent they are applicable and as may be required to establish the reasonableness of prices under Part 15, in a subcontract at any tier for commercial items or commercial components:

- (1) 52.222-26, Equal Opportunity (E.O. 11246);
- (2) 52.222-25, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212(a));
- (3) 52.222-36, Affirmative Action for Workers with Disabilities (29 U.S.C. 793); and
- (4) 52.247-64, Preference for Privately-Owned U.S.-Flagged Commercial Vessels (46 U.S.C. 1241)(flow down not required for subcontracts awarded beginning May 1, 1996).

(d) The Contractor shall include the terms of this clause, including this paragraph (d), in subcontracts awarded under this contract.

DEPARTMENT OF STATE ACQUISITION REGULATION (48 CFR Chapter 6) CLAUSES

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|------------|---|
| 652.229-70 | Excise Tax Exemption Statement for Contractors Within the United States (JUL 1988) (for export of supplies to an overseas post) |
| 652.237-71 | Identification/Building Pass (AUG 1999) (for services where frequent and continuing access to Department of State facilities is required) |
| 652.237-72 | Observance of Legal Holidays and Administrative Leave (AUG 1999) (for services where performance will be on-site in a Department of State facility) |
| 652.242-71 | Notice of Shipments (JUL 1988) (for overseas shipment of supplies) |
| 652-243-70 | Notices (AUG 1999) |

Award:

As a result of this RFQ, a purchase order will be awarded in favor of the lowest-priced, responsible quote.

Scope of Work for 1000amps 2+1 Automatic Transfer Switch (ATS) Panel

General Background:

The Centers for Disease Control and Prevention (CDC) Abuja, Nigeria is conducting an acquisition for 1000amps 2+1 ATS Panel Automatic Transfer Switch in the entire office. The Automatic Transfer Switch of our office requires a thorough and informed upgrade be undertaken to stabilize the electrical system. CDC is located at Maina Court, 1st and 2nd floor Plot 252A Herbert Macaulay Way, Central Business District, Abuja, Nigeria while the ATS room is located at the back of First Monument Bank, close to the office

Vendors Requirements:

- a. The contractor will procure, testing before dispatch, supply, delivery, erection/installing, testing and commissioning at site of a 1000amps 2+1 ATS Panel Automatic Transfer Switch With the following Protection Device: Voltage Monitor(V.M), Frequency, Voltage Meter, AMPS Meter, Indicators, Selector Switch, and PHCN Contactor, two Gen Contactor, Load Contactor, Bus-Bars, 3Phase Circuit Breaker, With Device Relays
- b. The contractor shall disconnect the present 400amps ATS from the breaker, gear switch, thunder arrestor, 300mm cables from two 350KVA generators and PHCN power supply cables
- c. The contractor shall install the 1000amps 2+1 ATS Panel Automatic Transfer Switch and connect thoroughly with the breaker, gear switch, 300mm cables from one 350KVA, one 500KVA generators and PHCN power supply with all the protection devices and thunder arrestor
- d. The vendor must submitted load certificate, pre-delivery inspection certificate, then a with a certificate of owning complete warranty from the manufacturer must be submitted and the same should not be less than 12 months from the date the material is commissioned.
- e. All electrical extension cords shall be properly sized for the equipment load and placed away from vehicular or pedestrian traffic, connections between the extension cords and relayed equipment (e.g., tools, machine, or additional extension cords) shall be tightly fastened with no exposed electrical contacts and extension cords shall have and use, a proper electrical grounding pipe. Power tools and/or extension cords used in damp areas shall be plugged into a Ground Fault Circuit Interrupter (GFCI) switches to immediately

The contractor should note the following:

- a. The tenderer should have supplied, installed & commissioned at-least two 400/1000amps 2+1ATS in Nigeria and must be familiar with Nigeria power supply
- b. The tenderer shall conduct a post inspection check on the day of installation
- c. The tenderer must possess an extensive 5 years of work experience in Nigeria with reference available to CDC

- d. The tenderer shall conduct a post inspection check after 30 days of installation to ensure all office equipment are working and also compatible to the office equipment
- e. Staff needs Security clearance to gain access into the facility
- f. Due to the CDC office schedule, work may need to be conducted on evening, weekend and holidays
- g. **Time Line**: From time of award, contractor needs to complete SOW by 30 days