

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE		PAGE OF PAGES 1   6	
2. AMENDMENT/MODIFICATION NO. A001		3. EFFECTIVE DATE June 20, 2014		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable) Life Insurance Services
6. ISSUED BY Contracting Officer Department of State American Embassy Islamabad			CODE GSO	7. ADMINISTERED BY (If other than Item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR (NO., street, city, county, State, and ZIP Code)  Offerors				9a. AMENDMENT OF SOLICITATION NO. X <b>SPK33014Q5723</b>		
				9b. DATED (SEE ITEM 11) May 09, 2014		
				10a. MODIFICATION OF CONTRACT/ORDER NO.		
				10b. DATED (SEE ITEM 13)		
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>						
<p><input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended</p> <p>Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers.</p> <p><b>FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.</b> If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.</p>						
12. ACCOUNTING AND APPROPRIATION DATA (If required)						
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>						
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)						
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
D. OTHER (Specify type of modification and authority)						
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.						
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)						
The purpose of this amendment is for the following:						
1. Changes to the Request for Quote (See Page 2, Continuation Block 14)						
2. Response to Questions (Attachment A)						
3. Meeting Minutes (Attachment B.)						
The due date for submission of proposal for this solicitation remains unchanged.						
Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.						
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME OF CONTRACTING OFFICER		
				<b>Mike M. Pitts</b>		
15B. NAME OF CONTRACTOR/OFFEROR		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
BY _____ (Signature of person authorized to sign)			BY  (Signature of Contracting Officer)		6/19/14	

The following have been added in full text:

**Continuation Page Block 14: DESCRIPTION OF AMENDMENT/MODIFICATION**

The purpose of this amendment 001 to Request for Quotation: SPK33014Q5723 is for the following changes:

1. Is to add, Section 1 – The Schedule –, paragraph 2.1.1. to read;
  - 2.1.1. Government Travel Charge Card, and/or Centrally Billed Account (CBA)-related bank processing fee. United States Government will bear CBA-related bank processing fee for payments made through Government Travel Charge Card or CBA.
2. Is to correct, Section 1 –The Schedule –paragraphs 2.4. through 2.8 (page # 6 – 10) are amended to merge two price tables into one price table for base year and four option years; to read,

2.4 **BASE PERIOD PRICES:**

Transaction fee for the tickets Purchased during base year.

CLIN	TRANSACTION DESCRIPTION	ANNUAL EST. NUMBER OF TRANSACTIONS	PRICE PER TRANSACTION	TOTAL AMOUNT FOR THIS PERIOD
001	<b>On-site Services – Domestic Transaction Fee:</b>			
001.a	U.S. Embassy, Islamabad	950		
001.b	U.S. Consulate Karachi	421		
001.c	U.S. Consulate Lahore	88		
001.d	U.S. Consulate Peshawar	50		
002	<b>On-site Services – International Transaction Fee:</b>			
002.a	U.S. Embassy, Islamabad	2,588		
002.b	U.S. Consulate Karachi	461		
002.c	U.S. Consulate Lahore	181		
002.d	U.S. Consulate Peshawar	200		
<b>TOTAL:</b>				

**2.5. FIRST OPTION YEAR PRICES:**

Transaction fee for the tickets Purchased during first option year.

CLIN	TRANSACTION DESCRIPTION	ANNUAL EST. NUMBER OF TRANSACTIONS	PRICE PER TRANSACTION	TOTAL AMOUNT FOR THIS PERIOD
001	<b>On-site Services – Domestic Transaction Fee:</b>			
001.a	U.S. Embassy, Islamabad	1,045		
001.b	U.S. Consulate Karachi	462		
001.c	U.S. Consulate Lahore	96		
001.d	U.S. Consulate Peshawar	54		
002	<b>On-site Services – International Transaction Fee:</b>			
002.a	U.S. Embassy, Islamabad	2,868		
002.b	U.S. Consulate Karachi	506		
002.c	U.S. Consulate Lahore	200		
002.d	U.S. Consulate Peshawar	220		
<b>TOTAL:</b>				

**2.6. SECOND OPTION YEAR PRICES:**

Transaction fee for the tickets Purchased during second option year.

CLIN	TRANSACTION DESCRIPTION	ANNUAL EST. NUMBER OF TRANSACTIONS	PRICE PER TRANSACTION	TOTAL AMOUNT FOR THIS PERIOD
001	<b>On-site Services – Domestic Transaction Fee:</b>			
001.a	U.S. Embassy, Islamabad	1,045		
001.b	U.S. Consulate Karachi	462		
001.c	U.S. Consulate Lahore	96		
001.d	U.S. Consulate Peshawar	54		
002	<b>On-site Services –</b>			

	<b>International Transaction Fee:</b>			
002.a	U.S. Embassy, Islamabad	2,868		
002.b	U.S. Consulate Karachi	506		
002.c	U.S. Consulate Lahore	200		
002.d	U.S. Consulate Peshawar	220		
<b>TOTAL:</b>				

## 2.7. THIRD OPTION YEAR PRICES:

Transaction fee for the tickets Purchased during third option year.

<b>CLIN</b>	<b>TRANSACTION DESCRIPTION</b>	<b>ANNUAL EST. NUMBER OF TRANSACTIONS</b>	<b>PRICE PER TRANSACTION</b>	<b>TOTAL AMOUNT FOR THIS PERIOD</b>
001	<b>On-site Services – Domestic Transaction Fee:</b>			
001.a	U.S. Embassy, Islamabad	1,045		
001.b	U.S. Consulate Karachi	462		
001.c	U.S. Consulate Lahore	96		
001.d	U.S. Consulate Peshawar	54		
002	<b>On-site Services – International Transaction Fee:</b>			
002.a	U.S. Embassy, Islamabad	2,868		
002.b	U.S. Consulate Karachi	506		
002.c	U.S. Consulate Lahore	200		
002.d	U.S. Consulate Peshawar	220		
<b>TOTAL:</b>				

## 2.8. FOURTH OPTION YEAR PRICES:

Transaction fee for the tickets Purchased during fourth option year.

<b>CLIN</b>	<b>TRANSACTION DESCRIPTION</b>	<b>ANNUAL EST. NUMBER OF TRANSACTIONS</b>	<b>PRICE PER TRANSACTION</b>	<b>TOTAL AMOUNT FOR THIS PERIOD</b>
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001	<b>On-site Services – Domestic Transaction Fee:</b>			
001.a	U.S. Embassy, Islamabad	1,045		
001.b	U.S. Consulate Karachi	462		
001.c	U.S. Consulate Lahore	96		
001.d	U.S. Consulate Peshawar	54		
002	<b>On-site Services – International Transaction Fee:</b>			
002.a	U.S. Embassy, Islamabad	2,868		
002.b	U.S. Consulate Karachi	506		
002.c	U.S. Consulate Lahore	200		
002.d	U.S. Consulate Peshawar	220		
			<b>TOTAL:</b>	

3. Is to correct, Section 1 –The Schedule –paragraphs 3.9.3.2. to read,

3.9.3.2. Agencies participating in the Government's charge card program have agency CBA accounts established with the charge card company. The charge card company will provide the Contractor with magnetic tapes or floppy disks of a month's CBA billings for each participating agency, at the agency's request. In order to perform automated reconciliation of accounts, the Contractor must have a tape drive and sufficient computer capacity. The Contractor shall run these tapes/disks against its own tape of transactions to provide each agency with reconciled charges, no later than ten (10) working days from receipt of the charge card vendor's billing tapes.

4. Section 1 – “The Schedule – Continuation of SF-1449 block 20” Scope of Work, paragraph 15.5.4. is amended to read:

15.5.4. The Contractor shall bill no more frequently than weekly. For purchases not using the Government Travel Card, the Contractor, with review and approval by the COR, shall document each agency's requirements. This documentation shall specify:

- requirements for documentation and authorization of official travel;
- delivery arrangements;
- invoice requirements, billing and payment procedures and appropriate agency addresses.

5. Section 1 – “The Schedule – Continuation of SF-1449 block 20” Scope of Work, paragraph 20.1 is amended to read:

20.1 The Contractor shall assign to this contract the following key person to the identified position/function:

POSITION/FUNCTION	NAME
Project Manager	_____
Site Manager	_____
Travel Counselors	_____*
	_____*
	_____*
	_____*
	_____*
	_____*
	_____*

\*To be completed at time of award.

6. Section 3 – Solicitation Provisions, paragraph 1.2.1. (page – 59) is amended to read:

1.2.1. Complete the resume at the end of this section for the two Key Personnel (Project Manager and Site Manager), as identified in Section 1, continuation of block 20, paragraph 20.0 and whether they are currently employed by the quoter. The remaining seven personnel can be identified at the time of award. Resumes of personnel not currently employed by the Contractor must contain a statement that use of their resume for this solicitation is authorized. Specifically confirm that all proposed personnel speak, understand and write English.