

Embassy of the United States of America



Islamabad, Pakistan

Date: **June 26, 2015**

Page 1 of 9

To: Offeror

Request Number: **4452062**

From: Contracting Officer
General Services Office
US Embassy
Diplomatic Enclave, Ramna 5
Islamabad

Fax: 92-51-2623541

E-mail: ShahzadK2@state.gov and LatifM@state.gov;

Phone: 92-51-208-2210

Subject: **Request for Price Quotation - Installation of Generators and ATS at Residences.**

A. The Embassy requests your price quote **on a priority basis** for the **following item/services:**

1. ITEM DESCRIPTION

American Embassy Islamabad requires the services of a Contractor to install, test and commission generators and ATS at 60 residential buildings located in different sectors of Islamabad as described in Statement of Work (SOW). The generators shall supply emergency power to the buildings in case of city power loss.

2. SITE VISIT:

A site visit is will be scheduled (**if desired**) on **June 30, 2015 at 11:00 a.m.** in one of the residence located in Islamabad; location for site visit will be notified later on if we schedule site visit. Prospective offerors/quoters should contact the following E-mail before **12:00 noon June 29, 2015**, if a site visit is desired:

E-mail: ShahzadK2@state.gov and LatifM@state.gov

Detail required for access as per given below:

1. Name of personnel with National Identity Card (NIC) Number (as written on NIC).

3. SCOPE OF WORK:

a) Background and Purpose:

American Embassy Islamabad requires the services of a Contractor to install, test and commission generators and ATS at 60 residential buildings located in different sectors of Islamabad. The generators shall supply emergency power to the buildings in case of city power loss.

The Contractor shall provide all necessary managerial, administrative and labor personnel as well as all necessary transportation, equipment, tools, supplies and materials required to perform installation, testing and commissioning of 100Each (from 55kVA to 80kVA) generators and 60Each 125Amps Automatic Transfer Switch (ATS). The contractor shall perform all activities in accordance with the manufacturer's specifications, drawings, applicable codes and verbal/written instruction of Contracting Officer's Representative (COR).

US Embassy agrees to provide Generators and ATS for all residential buildings/houses.

b) Listing of Major Contract Work:

1. Supply and installation of all kind of material and accessories required for the project.
2. All labor, vehicles, tools, cables, material, fittings and accessories required for the project shall be contractor's responsibility.
3. Power Cable (Single core, 35sq.mm, PVC, 1000V of brand, Pakistan Cables), control cable, lugs, termination kits, jointing kits, nuts, bolts, PVC conduit, cement, steel, sand and all other material and accessories that are not listed here but required for project completion shall be supplied by the contractor.
4. Construction of concrete pad for generators as per drawing and verbal/written instructions of COR at specified location.
5. Installation of ATS panels and generators at the location of house specified by COR.
6. Construction of Shed for Generator, ATS and panels as per drawings and instructions.
7. Installation of Generator at the houses.
8. Installation of ATS panels at the houses.
9. Connection of all required accessories of the generator and ATS panels.
10. Connection of all required accessories of the generator fuel line.
11. Direct all of the diesel exhaust pipes up at least a meter (39") above the height of the top of the guard booth window. This is required for houses with generators within 20' of the guard booth.
12. Disconnecting, reconnecting and fixing of wiring, cables and accessories of the existing electrification work to connect the generator and ATS.
13. Connection of Power and control cables between ATS and Generator.
14. Connection of Power and control cables from ATS to City power panel.
15. Connection of power and control cables from house panel to ATS.
16. Connection of power and control cable between ATS panels where required.
17. Laying of cables underground and above ground in PVC schedule-40 or schedule-80 conduit or EMC rigid conduit with proper accessories.
18. Sealing of all panels and cable entry points to prevent foreign objects.
19. Use PVC glands of approved quality for power and control cable entries.
20. Complete testing including Megger test, continuity test, phase sequence test, voltage current test, and all other tests required by COR during installation, testing, commissioning and maintenance period shall be performed by contractor.
21. All testing equipment required by the contractor shall be pre-calibrated and of reliable quality.
22. All test results shall be verified by COR or his representative for approval.

23. Installation and connection of two copper grounding rods (3/4-inch diameter, 10-ft) for each generator, ATS, panels and DBs to complete grounding system at each house. Each generator and ATS panel shall be grounded at two points minimum.
24. Bonding of metallic parts as per code and instructions of COR.
25. Green 25SQM single core cable (Pakistan Cables) from grounding rod to generator and ATS.
26. Use 8 x 2.5SQM control cable between generator and ATS for signals.
27. Use 8 x 2.5SQM between ATS to ATS.
28. Quantity of ATS at each residential building shall be 1 to 4.
29. Testing and commissioning of the generators and ATS with City Power and Emergency Power.
30. Samples of all kind of material and accessories shall be submitted to COR for approval.
31. All material used at site shall be as per approved sample.
32. Any other work related to project that is not listed here but is required at site to fulfill the applicable codes and quality shall be performed by contractor during construction and maintenance period.
33. Maintenance period shall be one month after the satisfactory commissioning of all generators and ATS at all houses.
34. All repair and maintenance of generator, ATS, power, and control system shall be contractor's responsibility during maintenance period.
35. All kind of material, accessories, tools, and labor required for the maintenance of generator, ATS, power and control system during maintenance period shall be contractor's responsibility.
36. Project completion time at each house shall be fifteen (10) working days.

c) Schedule of Work:

The Contractor shall submit to the COR a schedule of project and description of the scheduled activities that the Contractor plans to execute for timely completion of project. The Contracting Officer or COR must approve the proposed, Schedule of Project, prior to contract work commencement.

d) Minimum Requirements:

1. The Contractor shall provide an experienced engineer or a generator mechanic to supervise the project during installation, testing, commissioning, and one-month maintenance period.
2. Contractor must have sufficient resources to execute work at seven houses at a time.

e) Work Requirements:

1. The Contractor shall provide full service to complete construction, installation, testing of equipment. The Contractor shall ensure that generators, ATS, and other related equipment are in a safe and efficient operating condition after commissioning. In the event of a break down, the Contractor shall make every effort to immediately return the generator to an operating condition during the one-month maintenance period.

f) Reporting of equipment abnormalities –

All equipment operational abnormalities and defective components noted by the contractor shall be immediately reported verbally to the COR or his Representative. In addition, all deficiencies shall also be noted in writing by the contractor and submitted to the COR upon completion of each installation.

1. Trouble Call Response Service:

1. The Contractor shall provide, at no extra cost, a 24 hours/day, 7 days/week, coverage for emergency trouble calls during the one-month maintenance period. A trained mechanic shall be on call and visit

the site within a one-hour time period of the placement of an emergency trouble call by the Contracting Officer or COR.

g) Hours of Performance:

The Contractor shall schedule all project activities during normal business hours which are defined as 8:00 to 16:30 Monday to Friday, excluding local and American holidays, unless approved in advance by COR

h) Completion Time:

Transportation, installation, testing, and commissioning of each generator and ATS should be completed **in one week (7days) in accordance** with SOW.

i) Duration:

Contractor shall not be allowed to change the quoted price during the period of one year from the issuance date of purchase order.

2. Inspection and Acceptance:

The (Contracting Officer Representative) COR will inspect from time to time the services being performed to determine whether work is being performed in a satisfactory manner.

3.1 Price of Installation of Generator and ATS

S/No	Item Description	Quantity	Price of per Unit (in PKR)	Total Price (in PKR)
1	Installation, testing and commissioning of Generators (55KVA-80KVA) other factor in accordance with SOW mentioned above.	60		
2	Installation, testing and commissioning of Automatic Transfer Switch ATS (125Amps) in accordance with SOW mentioned above.	100		
Grand Total Price				

** Price should be inclusive of all associated factors mentioned in SOW.

All houses are located in different sectors of Islamabad.

3.2 Government Furnished Property/Equipment

- The Contractor is responsible for the proper care, maintenance and use of Government property in its possession or control from time of receipt until properly relieved of responsibility in accordance with the terms of the contract. The Contractor shall pay all costs for repair or replacement of Government furnished property that is damaged or destroyed due to Contractor negligence.

- The Contractor shall maintain written records of work performed, and report the need for major repair, replacement, and other capital rehabilitation work for Government property in its control.

3.3 Insurance

The contractor is responsible for obtaining whatever insurance is necessary according to local laws. The contractor agrees that the Government shall not be responsible for personal injuries or for damages to any property of the contractor, its officers, agents, servants, and employees, or any other person, arising from an incident to the contractor's performance. The contractor shall hold harmless and indemnify the Government from any and all claims arising there from, except in the instance of gross negligence on the part of the Government.

3.4 Safety

The Contractor shall maintain schedules (if any) provided by the U.S. Embassy. The Contractor shall be responsible for quality control and perform inspection visits to storage/auction place on a regular basis.

The Contractor is responsible for safety and shall comply with all local labor laws, regulations, customs, and practices pertaining to labor, safety, and similar matters. The Contractor shall promptly report all accidents resulting in lost time, disabling, or fatal injuries to the U.S. Embassy POC. Contractor shall provide proper scaffolding and fall protection. The scaffolding shall be steel pipes structure and strong enough to supporting at least four times the maximum intended load.

Any person working at a height greater than six feet (1.8 meters) shall be provided with fall protection. Regardless of height, if a worker can fall into or onto dangerous machines or equipment (such as an air conditioner or cement mixer) employers must provide fall protection.

The contractor is responsible to take appropriate measures in terms of safety (safety equipment and other adequate steps required by U.S. as well as local law) of the U.S. Government property and contractor's employees. U.S. Government will take no responsibility of any incident occurring because of contractor's negligence, safety violations and consequently any damages to the contractor's property and/or personnel.

3.5 Access to Government Buildings and Standards of Conduct:

The Contractor shall designate a representative who shall supervise the project, and be the Contractor's liaison with the U.S. Embassy Islamabad. The Contractor's employees shall be on-site only for contractual duties and not for any other business or purposes.

Personnel Security. The Government reserves the right to deny access to U.S.-owned and U.S.-operated facilities to any individual. The Contractor shall provide the names and biographic data for police/security clearance for all Contractor personnel who shall be used on this contract prior to their utilization.

Contracting Officer's Representative (COR):

Contracting Officer's Representative will be **Facilities Supervisor, U.S. Embassy Islamabad** for this project.

4. TERMS and CONDITIONS

Duration of Contract:

This validity of the contract is for one year. Contractor shall not be allowed to change the quoted price during this period.

Inspection and Acceptance:

The COR will inspect from time to time the services being performed to determine whether work is being performed in a satisfactory manner and of acceptable quality.

Payment Terms:

Contractor will submit consolidated invoice to Financial Management Office on monthly basis against satisfactory work completed. Each invoice should be itemized per date, location, and the total generators and ATS installed in that respective month. Payment will be made within 30 days after submission of final and accurate invoice. *Net 30 will be commenced on the date of receipt of invoice in the US Embassy Financial Management Centre.*

Contract Clauses

Below FAR & DOSAR clauses will apply to this purchase order

DOSAR 652.236-70 ACCIDENT PREVENTION (APR 2004)

(a) General. The contractor shall provide and maintain work environments and procedures which will safeguard the public and Government personnel, property, materials, supplies, and equipment exposed to contractor operations and activities; avoid interruptions of Government operations and delays in project completion dates; and, control costs in the performance of this contract. For these purposes, the contractor shall:

- (1) Provide appropriate safety barricades, signs and signal lights;
- (2) Comply with the standards issued by any local government authority having jurisdiction over occupational health and safety issues; and,
- (3) Ensure that any additional measures the contracting officer determines to be reasonably necessary for this purpose are taken.
- (4) For overseas construction projects, the contracting officer shall specify in writing additional requirements regarding safety if the work involves:
 - (i) Scaffolding;
 - (ii) Work at heights above two (2) meters;

(iii) Trenching or other excavation greater than one (1) meter in depth;

(iv) Earth moving equipment;

(v) Temporary wiring, use of portable electric tools, or other recognized electrical hazards. Temporary wiring and portable electric tools require the use of a ground fault circuit interrupter (GFCI) in the affected circuits; other electrical hazards may also require the use of a GFCI;

(vi) Work in confined spaces (limited exits, potential for oxygen less than 19.5 percent or combustible atmosphere, potential for solid or liquid engulfment, or other hazards considered to be immediately dangerous to life or health such as water tanks, transformer vaults, sewers, cisterns, etc.);

(vii) Hazardous materials – a material with a physical or health hazard including but not limited to, flammable, explosive, corrosive, toxic, reactive or unstable, or any operations which creates any kind of contamination inside an occupied building such as dust from demolition activities, paints, solvents, etc.; or

(viii) Hazardous noise levels.

(b) Records. The contractor shall maintain an accurate record of exposure data on all accidents incident to work performed under this contract resulting in death, traumatic injury, occupational disease, or damage to or theft of property, materials, supplies, or equipment. The contractor shall report this data in the manner prescribed by the contracting officer.

(c) Subcontracts. The contractor shall be responsible for its subcontractors' compliance with this clause.

(d) Written program. Before commencing work, the contractor shall:

(1) Submit a written plan to the contracting officer for implementing this clause. The plan shall include specific management or technical procedures for effectively controlling hazards associated with the project; and,

(2) Meet with the contracting officer to discuss and develop a mutual understanding relative to administration of the overall safety program.

(e) Notification. The contracting officer shall notify the contractor of any non-compliance with these requirements and the corrective actions required. This notice, when delivered to the contractor or the contractor's representative on site, shall be deemed sufficient notice of the non-compliance and corrective action required. After receiving the notice, the contractor shall immediately take corrective action. If the contractor fails or refuses to promptly take corrective action, the contracting officer may issue an order suspending all or part of the work until satisfactory corrective action has been taken. The contractor shall not be entitled to any equitable adjustment of the contract price or extension of the performance schedule on any suspension of work order issued under this clause.

(End of clause)

CLAUSES FOR PURCHASE ORDERS AND BLANKET PURCHASE AGREEMENTS
 AWARDED BY OVERSEAS CONTRACTING ACTIVITIES
 (Current thru FAC 2005-36)

COMMERCIAL ITEMS

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.acqnet.gov/far>

DOSAR clauses may be accessed at: <http://www.statebuy.state.gov/dosar/dosartoc.htm>

NUMBER	TITLE	DATE
52.204-9	Personal Identity Verification of Contractor Personnel (if contractor requires physical access to a federally-controlled facility or access to a Federal information system)	SEPT 2007
52.212-4	Contract Terms and Conditions – Commercial Items (Alternate I (OCT 2008) of 52.212-4 applies if the order is time-and-materials or labor-hour)	MAR 2009
52.225-19	Contractor Personnel in a Diplomatic or Consular Mission Outside the United States (applies to services at danger pay posts only)	MAR 2008
52.228-3	Workers' Compensation Insurance (Defense Base Act) (if order is for services and contractor employees are covered by Defense Base Act insurance)	APR 1984
52.228-4	Workers' Compensation and War-Hazard Insurance (if order is for services and contractor employees are not covered by Defense Base Act insurance)	APR 1984
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:	

The following clause is provided in full text:

52.212-5 Contract Terms and Conditions Required to Implement Statutes or Executive Orders - Commercial Items (SEP 2009)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of

law or Executive orders applicable to acquisitions of commercial items:

- (1) 52.222-50, Combating Trafficking in Persons (FEB 2009) (U.S.C. 7104(g))
Alternate I (AUG 2007) of 52.222-50 (U.S.C. 7104(g))
- (2) 52.233-3, Protest After Award (AUG 1996) (31 U.S.C. 3553).
- (3) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Pub. L. 108-77, 108-78).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the contracting officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

652.228-71	Workers Compensation Insurance (Defense Base Act) – Services (for services to be performed overseas when the contract includes covered contractor employees as defined in paragraph (a) of the clause) Fill-in for paragraph (c): “(c) The current rate under the Department of State contract is [contracting officer insert rate] of compensation for services.”	JUNE 2006
------------	--	-----------

52.249-4, Termination for Convenience of the Government (Services) (Apr 1984).

52.249-8, Default (Fixed price Supplies and Services) (Apr 1984)

FAR and DOSAR clauses can be accessed through following link:

http://aoepd.a.state.gov/Content/documents/overseas_comm-item-fac-2005-36.docx

Offer Due Date:

1. Please submit your quote on or before **July 06, 2015 at 12:00 noon** to **Contracting Officer, U.S. Embassy, Diplomatic Enclave, Ramna-5, Islamabad** or via Email to following email addresses:

ShahzadK2@state.gov

LatifM@state.gov

2. **Please prepare a quotation on your company letterhead in accordance with Section 3.1 of this RFQ.**
3. Please quote our **Request Number 4452062** in all your correspondence regarding this request for price quotation.