

**PEACE CORPS  
OVERSEAS REQUEST FOR QUOTATION (RFQ) FOR  
INSTALLATION OF AIR CONDITIONERS AT THE PEACE CORPS OFFICE**

**Date:** October 16, 2014

Peace Corps intends to offer a firm-fixed price contract for installation of Air Conditioners (Split type) at the Peace Corps Timor Leste office.

Interested vendors should submit a quote for the services as described in this RFQ.

Quotes are due by the following address by 4:00 p.m. on **October 26, 2014**.

To request a site visit, call 670 78514553 To request a detailed floor plan, send an email with contact information to: [vmatvienko@peacecorps.gov](mailto:vmatvienko@peacecorps.gov)

Any questions regarding the RFQ may be addressed to the same person. No phone inquiries will be accepted. Offers received after the closing date will not be accepted.

**Name:** Vitaliy Matvienko

**Address:** Peace Corps Timor Leste (Office # 101 Palm Beach Apartments, Pantai Kelapa, Dili)

**Email:** [vmatvienko@peacecorps.gov](mailto:vmatvienko@peacecorps.gov)

**Telephone:** 670 78514553

**A. Price/Period of Performance:**

Period of performance: 4 weeks

Supplier Unit Quotes shall be a Firm Fixed-Price, and inclusive of any administrative or overhead costs.

**A. Statement of Work/Specifications -  
TECHNICAL SPECIFICATIONS FOR INSTALLATION OF AIR CONDITIONERS**

1. To dismantle existing AC split units. To check and maintain those of them that may still be used.
2. To advise on model and size/ to offer Inverter type air conditioners for the main building, the outbuilding and CAC according to the drawings (attached).
3. To perform all necessary installation works related. Separate circuit breakers should be designated where necessary.
4. To clearly mark in English the assignment of all circuit breakers responsible for air conditioners power supply in the electrical distribution boxes.
5. Debris removal and cleaning

**B. Location of Work**

Peace Corps Office  
15 Rua De Nu Laran, Bairro dos Grillos, Dili, Timor Leste

**C. Delivery Schedule**

Start of works: November 26, 2014  
Completion of works: December 24, 2014

**Delivery Location:** Peace Corps Office  
15 Rua De Nu Laran, Bairro dos Grillos, Dili, Timor Leste

#### **D. Acceptance Criteria**

The quality of estimate preparation (the level of elaboration and comprehensiveness of estimate);  
the quality of materials offered;  
the size of construction team to be involved;  
the possibility of performing work on weekends and after hours;  
cost.

#### **E. Contract Terms and Conditions**

As stated in the standard Peace Corps Firm Fixed Price Construction contract.

#### **F. Peace Corps Payment Schedule and Terms**

Supplier will receive payment in approximately 2-3 weeks after acceptance and receipt of valid/accurate invoice. Payment terms are negotiable.

#### **G. Evaluation Factors:**

Award will be made after consideration of the following factors as marked below:

Price

Delivery Timeframe

Payment Terms

Warranties

Past Performance/Reference Checks

Other (The quality of estimate preparation (the level of elaboration and comprehensiveness of estimate; the quality of materials offered; the size of construction team to be involved; the possibility of performing work on weekends and after hours; cost)

Award may be made to other than the low priced quote. The award will be made to the total quote that offers the best value in accordance with the above evaluation factors.

#### **H. Instructions to Vendors:**

- a. Please read RFQ in its entirety including factors that will be considered in making award.
- b. Provide a detailed estimate by due date – email if possible to [vmatvienko@peacecorps.gov](mailto:vmatvienko@peacecorps.gov)
- c. The quoted terms and prices cannot be increased at a later time.