



AMERICAN EMBASY, LUSAKA

TO : **SALES MANAGER**

FROM : **CONTRACTING OFFICER/ Procurement Agent**

Date : **09/06/2013** **Number of Pages - 2**
(Inclusive of Title page)

ENQUIRY NUMBER : **PR2814592 FOR TONERS AND PRINTERS.**

PR1740001

CLOSING DATE: SEPTEMBER 13, 2013 TIME: 5:00PM

Please quote for supply and delivery of the items on the attached list. In addition, please note of the following **terms** of quotation:

1. **Prices** must be **firm** and **net delivered** to **American Embassy Lusaka**, Ibex Hill Rd, Stand 694 Lot 100 Lusaka Zambia. Second option is to Deliver to Linden NJ 07036 United States.
2. **Validity** of quotations must be **stated**.
3. **VAT** where applicable, **Must** be indicated **separately**.
4. **You can also submit your offer by way of fax or Email (Scanned, Signed & duly stamped) to** the Procurement Agent email ID with a Copy to respective Lusaka Procurement Email ID: Lusaka-Procurement@state.gov, On **09/13/2013** before 5.00PM Closing Hours.
5. All quotations must be clearly marked with **RFQ Number/s**.
6. All quoted item in the quotations must include **make** and **country of origin**. **Offer without these details will not be considered**.
7. **Payment term preferred 30 days, in case you would like any deviation please mention in your offer**.
8. **Late quotations** will **not** be considered.
9. Please provide Voltage specifications for printers for our verification.

10. The Government may elect to award a single order contract or to award multiple delivery order contracts for the same or similar supplies or services to two or more sources under this solicitation as per FAR: 52.216-27 SINGLE OR MULTIPLE AWARDS (OCT 1995)

Your co-operation will be appreciated.

Approved by:

Address: Subdivision 694/Stand 100, Ibex Hill Road, Kabulonga, Lusaka
 TELEPHONES: - +260-21-357000; FACSIMILE: +260-211-357224.
 Email: Procurementagent@state.gov / Lusaka-Procurement@state.gov

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Sr.no		DESCRIPTION	MAKE	Qty	UOM	Unit Price (USD /ZMK)	Remark / Deviations
1	Printer	HP LaserJet M9040 Multifunction Printer 220-240Volts		2	each		
2	Cartridge	Black Cartridge Order HP Part: C8543	High Yield	20	each		
3	Printer	HP LaserJet M5035xs Multifunction Printer 220-240Volts		3	each		
4	Cartridge	Black Cartridge Order HP Part: Q7570A	High Yield	40	each		
5	Cartridge	Black Cartridge Order HP Part: CE255A	High Yield	20	each		
6	Cartridge	Black Cartridge HP Part: CB390A	High Yield	20	each		
7	Cartridge	Cyan Cartridge HP Part: CB381	High Yield	20	each		
8	Cartridge	Magenta Cartridge HP Part: CB383A	High Yield	20	each		
9	Cartridge	Yellow Cartridge HP Part: CB382A	High Yield	20	each		
10	Drum	Black Image Drum HP Part: CB384A		10	each		
11	Drum	Cyan Image Drum HP Part: CB385A		10	each		
12	Drum	Magenta Image Drum HP Part: CB387A		10	each		
13	Drum	Yellow Image Drum HP Part: CB386A		10	each		
14	Transfer Kit	Image Transfer Kit HP Part: CB463A		5	each		
15	Fuser Kit	HP Color LaserJet CB458A 220V Fuser Kit (CB458A)		5	each		

16	ADF Roller Kit	HP Color LaserJet CB459A Roller Kit (CB459A)		5	each		
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