



## AMERICAN EMBASYY, LUSAKA

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**TO** : **SALES MANAGER**

**FROM** : **CONTRACTING OFFICER/ Procurement Agent**

**Date** : **05/15/2013** **Number of Pages - 2**  
**(Inclusive of Title page)**

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ENQUIRY NUMBER : **PR2520721**

### **CLOSING DATE: May 23, 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, 2310 Lusaka Place, Washington DC 20521 United States for US Vendors** and US Embassy Lusaka, Ibex Hill Rd, Stand 694 Lot 100 Lusaka Zambia for Non US Vendors.
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 **05/23/2013** 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, warranty period 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 specifications in a separate attachment 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](mailto:Procurementagent@state.gov) / [Lusaka-Procurement@state.gov](mailto:Lusaka-Procurement@state.gov)

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Sr.no	Description Of Goods	Qty	UOM	Unit Price (USD /ZMK)	Remark / Deviations
1	HP TONER CARTRIDGE FOR COLOR LASEJET CP3525 -CE250A	2.00	each		
2	HP TONER CARTRIDGE FOR COLOR LASEJET CP3525 -CE251A	3.00	each		
3	HP TONER CARTRIDGE FOR COLOR LASEJET CP3525 -CE252A	3.00	each		
4	HP TONER CARTRIDGE FOR COLOR LASEJET CP3525 -CE253A	3.00	each		
5	TONER CARTRIDGE FOR HP LASERJET P2055 - CE505A	3.00	each		
6	TONER CARTRIDGE FOR M5025mfp / 5035mfp SERIES ĩ Q7570A	3.00	each		
7	TONER CARTRIDGE FOR HP LASERJET P3015 - CE255A	1.00	each		
8	HP11A TONER CARTRIDGE	5.00	each		
9	CB390A COLOR TONER FOR HP LASERJET CM6030/6040 mfp	5.00	each		
10	CB381A COLOR CARTRIDGE FOR Hp LASERJET CM6030/6040 mfp	5.00	each		
11	CB382A COLOR CARTRIDGE FOR Hp LASERJET CM6030/6040 mfp	3.00	each		
12	CB383A COLOR CARTRIDGE FOR Hp LASERJET CM6030/6040 mfp	3.00	each		
13	HP38A TONER CARTRIDGE	2.00	each		
14	HP42A TONER CARTRIDGE	2.00	each		
15	HP45A TONER CARTRIDGE	4.00	each		
16	CE400A TONER CARTRIDGE FOR LASERJET500 COLOR mfp	2.00	each		
17	CE401A TONER CARTRIDGE FOR LASERJET500 COLOR mfp	1.00	each		
18	CE402A TONER CARTRIDGE FOR LASERJET500 COLOR mfp	1.00	each		
19	CE403A TONER CARTRIDGE FOR LASERJET500 COLOR mfp	1.00	each		
20	BLACK IMAGING DRUM FOR HP LASERJET CM6030mfp / CM6040mfp	3.00	each		
21	CYAN IMAGING DRUM FOR HP LASERJET CM6030mfp / CM6040mfp	2.00	each		

22		YELLOW IMAGING DRUM FOR HP LASERJET CM6030mfp / CM6040mfp		2.00	each		
23		CYAN IMAGING DRUM FOR HP LASERJET CM6030mfp / CM6040mfp		2.00	each		