

PEACE CORPS REQUEST FOR QUOTE

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Overseas Request for Quotation (RFQ) for Supplies/Services/Equipment

Date: July 19th, 2017

Peace Corps intends to offer a firm-fixed price contract for: **Provision of Heating Ventilation Air Conditioning (HVAC).**

Interested vendors should submit a quote for the **Provision of Heating Ventilation Air Conditioning (HVAC)** as described in this RFQ.

Quotes are due by the following address by 14:00 p.m. on date July 24th, 2017.

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: Arben Cako
Address: Rr. Besnik Sykja, Ndertesa 2, Tirana, Albania
Email: acako@peacecorps.gov

A. Price/Period of Performance:

Supplies or Equipment

Item	Description	Qty	Unit Price	Total Price
001	Provision of Heating Ventilation Air Conditioning (HVAC) 18,000 BTU	2		
002	Provision of Heating Ventilation Air Conditioning (HVAC) 12,000 BTU	5		
003	Provision of Heating Ventilation Air Conditioning (HVAC) 9,000 BTU	15		
004	Central ventilation system with heat recovery units at 1000 m3/hour	2		
005	Heating rails for bathrooms	5		
Total				

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

B. Statement of Work/Specifications

Extended Warranties Offered by Supplier, if applicable

Item	Description	Unit/Qty	Unit Price	Total Price
		1	XXX	XXX

Heating Ventilation Air Conditioning (HVAC) with the below specifications:

- The AC units may be combined together for space efficiency of outdoor units.
- Forced air units
- Have thermostatically adjustable control system
- Vendor will work closely with landlord on specs needed to be met through pre-HVAC installation construction process
- Central ventilation system offering air exchange with mixed heating capacity of 1000 m3/hour for use in central hallways/staircases.

Price: the offered price should include VAT.

C. Location of Work

Location of works is: Peace Corps Office, Rr. Besnik Sykja, Ndertesa 2, Tirana, Albania

D. Delivery Schedule

Delivery Date(s):

Item	Description	Date	Payment
001			
002			
003			
004			
005			

Delivery Location:

POC Name: Arben Cako
Mailing Address: Peace Corps Office, Rr. Besnik Sykja, Ndertesa 2, Tirana, Albania
Phone Number: +355 (0) 692081754

E. Acceptance Criteria

Indicate how performance will be measured

F. Contract Terms and Conditions

G. Peace Corps Payment Schedule and Terms

Supplier will receive payment in approximately 30 days after acceptance and receipt of valid/accurate invoice.

H. 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 (*Specify*)

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.

I. Instructions to Vendors:

- a. Please read RFQ in its entirety including factors that will be considered in making award in Section VI.
- b. Return completed RFQ by due date as follows:
 - 1) Fill in prices in Section II and in Section III (if applicable).
 - 2) Unless delivery date(s) are provided, provide delivery date(s) in Section IV.
 - 3) List/state any other terms or items in Section VIII not requested in the RFQ that is believed would benefit Peace Corps and would improve consideration for selection. These terms/items must not increase the prices quoted in Section B.
 - 4) Sign and return RFQ by required due date.

J. Other Terms/Items Offered at No Additional Cost:

SUPPLIER AUTHORIZED REPRESENTATIVE

Name: _____ Position/Title: _____

Signature: _____ Date: _____

Phone: _____ Email: _____