

PEACE CORPS

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

RFQ Number: MV1

Date: May 18, 2020

Peace Corps Zambia has a need for up to eleven (11) vehicles. Peace Corps is soliciting fixed-price quotations from the vendor community for the vehicles detailed below.

If you are interested in submitting a quotation, please do so by sending your completed and signed Attachment 1—Vendor Quotation Form by e-mail to:

E-mail: ZM-Jobs@peacecorps.gov

Quotations are due no later than 16hrs CAT on May 29, 2020. Late quotations will not be accepted.

Written questions about this Request for Quotation (RFQ) may be sent in the same fashion to the individual noted above in advance of the RFQ due date. No phone calls please.

Peace Corps will evaluate all quotations received by the deadline based on the minimum requirements and/or evaluation factor(s) shown below. Contingent on the availability of funds and continued need for the supplies and/or services, at the end of the evaluation process, Peace Corps intends to award a firm-fixed-price contract for the purchase of the required vehicles to the selected vendor. The Peace Corps reserves the right to make a partial award of the requirements identified below to one or more vendors.

If a Vendor is unable to provide all required vehicles, they may submit a quotation only for those vehicles for which they can meet the requirements.

A. Statement of Work/Description of Requirements

Peace Corps requires the vehicle(s) and services identified below.

Item	Description (Make, Model, and Body Style)	Qty	Specifications
001	Toyota Corolla Sedan	1	See Chart 001
002	Toyota Land Cruiser (3DR)	7	See Chart 002
003	Toyota Land Cruiser (5DR)	3	See Chart 003

All vehicles must contain the following standard options:

- Be unused with original, unused parts
- Seat belts (all locations, including front, rear, side, middle, and jump seat passengers)
- Air conditioning
- AM/FM radio and CD player
- Power assisted steering
- Intermittent wipers
- Mud guards
- Owner's manual in English
- Electronic anti-theft system
- Steering wheel lock
- The manufacturer's commercial warranty registered to the Peace Corps as the first registered owner

All vehicle(s) must meet local regulations and be able to be supported by the local authorized distributor.

All vehicle(s) must include general or tropical specifications.

The vendor must provide all necessary paperwork/documentation to the Peace Corps for Peace Corps to register all vehicle(s) with the proper authorities in Zambia, identifying the US Embassy of Zambia, as the legal owner of the vehicle(s) in accordance with US Embassy requirements.

If importing the vehicles into Zambia, the vendor must transport the vehicle to the Lusaka location detailed in Section B.

If importing the vehicles into Zambia, Peace Corps will accept quotations indicating that the Vendor will:

- a) Complete the customs clearance process based on duty exemption approval documents provided to the vendor by the Peace Corps; and
- b) Complete the necessary importation registration paperwork,

Or

The Vendor will not be providing services a) and b) specified above. If the Vendor's quotation specifies that they will not be providing services a) and b) specified above, the Vendor's quotation will be evaluated as if the cost was 1,000 USDE – per vehicle more than the quoted price. This adjustment is for evaluation purposes only.

CHART 001 – Qty 1	
Make, Model, and Body Style	Toyota Corolla, LE 4DR Sedan
Engine Size	1.8L 1-4
Passenger Capacity	4
Transmission Type	Automatic
Fuel Type	Petrol
Steering Wheel Position	Right Side
Color	White
Additional Specifications	Standard radio

CHART 002 – Qty 7	
Make, Model, and Body Style	Toyota Land Cruiser 78 Hard Top (3DR)
Model code	HZJ78-RKMRS
Engine size	4200L
Passenger capacity	12
Transmission Type	Manual
Fuel Type	Diesel
Steering Wheel Position	Right
Color	White
Additional Specifications	Installed Front mount winch , Towing kit with female connect, Auxiliary fuel tank, Fire extinguisher, First aid kit, Rubber floor mats, Roof rack, Standard radio, Rear step bumper and Bull bar

CHART 003 – Qty 3	
Make, Model, and Body Style	Toyota Land Cruiser 76 Hard Top (5 DR)
Model code	HZJ76-RKMRS
Engine Size	4164L
Passenger Capacity	9
Transmission Type	Manual
Fuel Type	Diesel
Steering Wheel Position	Right Side
Color	White
Additional Specifications	Installed front mount winch , Towing kit with female connect, Auxiliary fuel tank, Fire extinguisher, First aid kit, Rubber floor mats, Roof rack, Standard radio, Rear step bumper and Bull bar

B. Place of Performance and Required Delivery Schedule

The vehicle(s) to be delivered to:

AMERICAN EMBASSY/USAID
PLOT # 694/100
IBEX HILL, KABULONGA
LUSAKA, ZAMBIA
TEL: +260211260377
ATTENTION: DMO US PEACE CORPS
Email: kkruhm@peacecorps.gov
Phone: +260211260377

No later than four (4) months from the date contract is awarded. Earlier date is preferred.

C. Contract Terms and Conditions

As an Agency of the United States Government, Peace Corps has an approved contract template that it intends to use for the award. Peace Corps reserves the right to deny making a contract award to a vendor should they refuse to sign the Peace Corps approved contract template.

D. Minimum Criteria:

A quotation will not be considered further if it does not meet the following minimum criteria:

- Submitting a complete quotation by the specified deadline.
- Ability to provide the vehicle which meet all standard specifications and include all specific requirements noted in **Chart 001** to the required delivery address within 4 months.
- Ability to provide the vehicles which meet all standard specifications and include all specific requirements noted in **Chart 002** to the required delivery address within 4 months.
- Ability to provide the vehicles which meet all standard specifications and include all specific requirements noted in **Chart 003** to the required delivery address within 4 months.
- Vendor confirmed that they are able provide all necessary paperwork/documentation to the Peace Corps for Peace Corps to register all vehicle(s) with the proper authorities in Zambia, identifying the US Embassy of Zambia as the legal owner of the vehicle(s) in accordance with US Embassy requirements.
- If importing the vehicles into Zambia, vendor confirmed they are able to transport the vehicle to:

AMERICAN EMBASSY/USAID
PLOT # 694/100
IBEX HILL, KABULONGA
LUSAKA, ZAMBIA

E. Negotiations and Selection:

Award may be made with or without negotiations between the Peace Corps and the selected vendor. Award may be made to a vendor that provided the lowest priced technically acceptable quotation, or to a vendor other than the one that provided the lowest priced quotation, should that vendor be determined to have provided the best value quotation to the Peace Corps taking technical and cost factors into account.

All vendors that submit quotations in response to this RFQ will be notified of the results.

[End of RFQ]

ATTACHMENT 1 – VENDOR QUOTATION FORM

Request for Quotations (RFQ) Number: MV1

Vendor:

Vendor's Business Address:

Authorized Representative:

Name:

Position/Title:

Phone Number:

E-mail Address:

Quoted Prices (Inclusive of Administrative and/or Overhead Costs):

Vendor—Include "N/A" where applicable.

Item	Description (Make, Model, and Body Style)	Qty	Specifications	Unit Price	Total
001	Toyota Corolla Sedan	1	(See RFQ for standard specifications and Chart 001 in RFQ for specific requirements)		
002	Toyota Land Cruiser 78 Hard Top (3DR)	7	(See RFQ for standard specifications and Chart 002 in RFQ for specific requirements)		
003	Toyota Land Cruiser 76 Hard Top (5DR)	3	(See RFQ for standard specifications and Chart 003 in RFQ for specific requirements)		
004	Provide all necessary paperwork/documentation to the Peace Corps for Peace Corps to register all vehicle(s) with the proper authorities in Zambia	2 (Per Vehicle)			
005	Transport vehicle(s) to AMERICAN EMBASSY/USAID PLOT # 694/100 IBEX HILL, KABULONGA LUSAKA, ZAMBIA	All quoted vehicles			
006	Complete the customs clearance process based on duty exemption approval documents provided to the vendor by the Peace Corps.	1 (per vehicle)			

007	Complete the necessary importation registration paperwork.	2 (Per Vehicle)			
008	Other local paperwork/fees not included above.	X (Per Vehicle)	Vendor to describe.		

By checking this box, I confirm that the vehicle(s) quoted above include all of the standard specifications and all specific requirements specified in the RFQ. I have attached full vehicle specification sheets for the quoted vehicle(s) to this Quotation Form.

By checking this box, I confirm that, if awarded a contract for the vehicles quoted above, the vendor I represent will provide all necessary paperwork/documentation to the Peace Corps for Peace Corps to register all vehicle(s) with the proper authorities in Zambia, identifying the US Embassy of Zambia as the legal owner of the vehicle(s) in accordance with US Embassy requirements.

By checking this box, I confirm that if awarded a contract for the vehicle(s) quoted above, the vendor I represent will be importing it/them into Zambia to satisfy the requirement, and that the vendor I represent will transport the vehicle to AMERICAN EMBASSY/USAID PLOT # 694/100 IBEX HILL, KABULONGA LUSAKA, ZAMBIA

- By checking this box, I further confirm, if awarded a contract for the vehicles quoted above, that the vendor I represent will:
 - Complete the customs clearance process based on duty exemption approval documents provided to the vendor by the Peace Corps; and
 - Complete the necessary importation registration paperwork,
- By checking this box, I further confirm, if awarded a contract for the vehicle(s) quoted above, that the vendor I represent will not:
 - Complete the customs clearance process based on duty exemption approval documents provided to the vendor by the Peace Corps; and
 - Complete the necessary importation registration paperwork, and therefore that my quotation price will be adjusted for evaluation purposes as specified in the RFQ.

Items/Services Included in Total Quoted Price Above but Not Indicated in Chart:

Quoted Work or Delivery Schedule (If Any):

Quoted Payment Terms:

Quoted Warranty Terms (The manufacturer's commercial warranty registered to the Peace Corps as the first registered owner is the minimum required.):

SUPPLIER AUTHORIZED REPRESENTATIVE

Signature: _____

Name: _____

Date: _____