

**REQUEST FOR QUOTATION  
19H08020K0665  
THE EMBASSY OF THE UNITED STATES  
OF AMERICA REQUIRES A**

**Company:** \_\_\_\_\_

**SCOPE:** The objective of this project is to provide INL/H with vehicle insurance for sixteen (16) vehicles. These vehicles will be used by Government of Honduras (GOH) police and security related organizations. This insurance will be for liability and full coverage (i.e. liability, collision, and comprehensive).

**REQUIREMENTS:**

- a. The vendor shall provide **ALL** items stated under **APPENDIX A, TECHNICAL SPECIFICATION OF ITEMS** of this RFQ. Packaging and preservation shall be **IAW best commercial** practices to enable delivery to final destination in Honduras.

**PERIOD OF PERFORMANCE**

- a. The period of performance will be twelve (12) months from the date of award without option for extension.

**DELIVERABLES**

<b><u>Line Item</u></b>	<b><u>Description</u></b>	<b><u>Unit</u></b>	<b><u>Qty.</u></b>
<b>0001</b>	Vehicle Insurance: Full Coverage	Unit	16

**TYPE OF CONTRACT**

- a. This is a firm-fixed price, single award contract. Items outlined under **APPENDIX A, TECHNICAL SPECIFICATION OF ITEMS** below shall be brand name or equal. No additional sums will be payable on account of any escalation in the cost of materials, equipment or labor, or because of the Contractor's failure to properly estimate or accurately predict these prices or difficulty of achieving the results required by this contract. Nor will the contract price be adjusted on account of fluctuations in the currency exchange rates.

**SUPPLIES AND PRICES**

- a. The Contractor shall provide to the U.S. Government the new products as described in the specifications for the stated firm fixed price. Further, the Contractor shall properly perform the pre-delivery inspection on the products and deliver them to the location set forth under Place of Delivery, of this contract. The firm fixed price shall include the products pre-delivery inspection, certificates of origin, operator's manuals, warranty certificates and any other documentation mandated by the destination country.

- b. The price shall include all direct and indirect costs, shipping, profit, export requirements, insurance, etc. The price will not be subject to adjustment after award of the contract.

**Offerors shall include specific details and delivery dates in their responses to this RFQ. All pricing shall reflect Lps.**

**LOCATION OF WORK**

- a. Vehicles covered will be located throughout the country of Honduras and insurance shall be applicable in all areas of the country and extend through Central America to Panama.  
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**APPENDIX A**  
**TECHNICAL SPECIFICATIONS OF ITEMS**

**CLIN: 0001 Vehicle Insurance: Full Coverage (Meet or Exceed)**

QUANTITY: 16

**SPECS:**

Below is a detailed listing of the vehicles to be insured upon award. Vehicles ten (10) years and older (i.e. 2008 and earlier) require minimum liability insurance as mandated by Honduran law if applicable. Newer vehicles (i.e. 2004 and later) will require coverage as follows:

Liability coverage should be as follows:

- Property damage
- Theft of the vehicle
- Civil liability for third parties due to damage to property
- Civil liability for third parties due to damage to person
- Medical bills per occupant
- Geographic scope
- Accidental death per occupant
- Permanent incapacity per occupant

Collision damage should cover:

- The value of the vehicle minus twenty- five percent (25%) for a total loss, or
- The value of the vehicle minus fifteen percent (15%) for theft, or
- The repair amount minus a deductible of 1.75 percent of the value of the vehicle

Comprehensive coverage amounts will be the same as collision damage amounts unless otherwise noted and will include:

- Fire
- Theft of vehicle
- Civil unrest such as demonstrations and riots
- Storm, hurricane, hail and earthquake damage
- Window breakage
- Installed equipment (e.g. radios, air conditioner)

**Vehicle information:**

No.	Model	Color	Chasis	Motor	Year	Sum Insured
1	Mitsubishi Montero Sport	Metallic Gray	MMBGUKS10MH002585	4N15UGP8882	2021	\$ 32,450.00
2	Mitsubishi Montero Sport	Metallic Silver	MMBGUKS10MH002624	4N15UGP9204	2021	\$ 32,450.00
3	Mitsubishi Montero Sport	Pearl White	MMBGUKS10MH002744	4N15UGP9672	2021	\$ 32,450.00
4	Mitsubishi Montero Sport	Pearl White	MMBGUKS10MH002714	4N15UGP9372	2021	\$ 32,450.00
5	Mitsubishi Montero Sport	Metallic Gray	MMBGUKS10MH000615	4N15UGL3981	2021	\$ 32,450.00
6	Mitsubishi Montero Sport	Metallic Silver	MMBGUKS10MH002656	4N15UGP9398	2021	\$ 32,450.00
7	Toyota Hilux Pickup Leather Seats	Metallic Silver	8AJHA3CD102101003	1GD-4805827	2020	\$ 35,700.00
8	Toyota Hilux Pickup Leather Seats	Metallic Gray	8AJHA3CDX02099736	1GD-4799130	2020	\$ 35,700.00
9	Toyota Hilux Pickup Leather Seats	Metallic Silver	8AJHA3CD002099700	1GD-4799262	2020	\$ 35,700.00
10	Toyota Hilux Pickup Leather Seats	Metallic Silver	8AJHA3CD202100331	1GD-4802240	2020	\$ 35,700.00
11	Toyota Hilux Pickup Leather Seats	Metallic Gray	8AJHA3CD802097645	1GD-4787391	2020	\$ 35,700.00
12	Toyota Hilux Pickup Leather Seats	Pearl White	8AJHA3CD902097797	1GD-4788945	2020	\$ 35,700.00
13	Toyota Hilux Pickup Leather Seats	Pearl White	8AJHA3CD802097046	1GD-4782255	2020	\$ 35,700.00
14	Toyota Hilux Pickup Leather Seats	Pearl White	8AJHA3CD202102094	1GD-4810673	2020	\$ 35,700.00
15	Toyota Fortuner Leather Seats	Metallic Gray			2020	\$ 39,700.00
16	Toyota Fortuner Cloth Seats	Metallic Silver	8AJHA3FS000516366	1GD-4816264	2020	\$ 37,500.00

## APPENDIX B DELIVERY TERMS

### DELIVERY INFORMATION

Delivery Terms: **THE VENDOR IS RESPONSIBLE FOR THE DELIVERY OF ALL ITEMS LISTED ABOVE UNDER APPENDIX A, TECHNICAL SPECIFICATIONS OF ITEMS.**

### SOLICITATION CONSIDERATIONS

This is lowest price technically acceptable, the seller certifies that it is an authorized distributor of the similar product being sold to the Department of State and that it has the certification/specialization level required by the manufacturer, to support both the product sale and product pricing, in accordance with applicable manufacturer certification/specialization requirements. Unless otherwise specified, Seller warrants that the products are new and in their original box(es).

In addition to providing pricing for this solicitation, each Offeror must provide any required, NON-PRICING responses (e.g. technical proposal, representations and certifications, etc.) so that they are received no later than the closing date and time for this solicitation. Submissions can be sent to [Arevalopl@state.gov](mailto:Arevalopl@state.gov).

This solicitation requires registration with the System for Award Management (SAM) prior to award, pursuant to FAR 4.1102 and other applicable regulations and guidelines. Information can be found at [www.sam.gov](http://www.sam.gov).

All Quotes must **be valid for 90 days from the** closing date for this solicitation. No exceptions or qualifications. New equipment ONLY, NO grey market or refurbished products. Items must be in original packaging, never used, and not altered in any way. Components of the requested equipment, to include memory, must be manufacturer-approved and may not be compatible, remanufactured, or refurbished equipment. All items must be covered by manufacturer's warranty and procured through a manufacturer approved distribution channel. Sellers must be able to document their ability to provide items through manufacturer approved distribution channels upon request.

The Seller confirms to have sourced all products submitted in this Quote from manufacturer-approved channels for Federal sales, in accordance with all applicable laws and manufacturer's current applicable policies at the time of purchase. Seller must be able to support both the product sale and product pricing, in accordance with applicable manufacturer certification / specialization requirements. If software is provided or included, Seller shall, upon request, provide Buyer with a copy of the End User License Agreement. Seller certifies that all software is licensed originally to Buyer as the original licensee authorized to use the software.

Pursuant to the Trade Agreements Act (19 U.S.C. 2512(a)) (TAA), Federal acquisitions of supplies may be made only from offerors that shall supply products of an eligible country under any of the free trade agreements entered into pursuant to the TAA. An article is considered a product of a country only if it is wholly a product of that country or if it has been, substantially transformed, in that country into a new and different article of commerce with a name, character, or use distinct from that of the original article(s). Note that any item that is a discreet article as it is sold in commerce, regardless of its ultimate

function or use, cannot be considered, substantially transformed, and based solely on its integration into IT or other systems

The Contractor and its employees shall exercise the utmost discretion concerning all matters relating to their duties and functions. They shall not communicate to any person any information known to them by reason of their performance of services under this contract, which has not been made public, except in the necessary performance of their duties or upon written authorization of the Contracting Officer.

All documents and records (including photographs) generated during the performance of work under this contract shall be for the sole use and become the exclusive property of the U.S Government. Furthermore, no article, book, pamphlet, email, recording, broadcast, speech television appearance, film or photograph concerning any aspect of work performed under this contract shall be published or disseminated through any media without the prior written authorization of the Contracting Officer. These obligations do not cease upon the expiration or termination of this contract. The Contractor shall include the substance of this provision in all contracts of employment and in all subcontracts hereunder.

#### **CUSTOMS CLEARANCE AND TAX EXEMPTIONS**

If applicable, the U.S. Government shall assist the Contractor in obtaining customs clearance and tax exemption certificates from the Government of Honduras accordance with Section 7, marking and Submission of Documents, of this contract.

#### **EXPORT LICENSE**

The Contractor shall comply with Sections 38-40 of the Arms Export Control Act (AECA) (22 U.S.C. 2778-2780) and the International Traffic in Arms Regulations (ITAR) (22 CFR Parts 120-130) as required, for the prosecution of work under this contract at no additional cost to the Government. Failure to be in compliance with AECA and ITAR by date planned for commencement of contract performance as well as during the entire performance of work under this contract may result in contract termination. Any penalties rendered to the Contractor, as a direct result of being found non-compliance with AECA and ITAR, shall be the responsibility of the Contractor. For additional information on AECA and ITAR, see <http://www.pmdtcc.state.gov/>.

The Contractor shall comply with license requirements of the Commerce Control List and any Export Administrative Regulations (EAR), which may apply.

**Language description of Technical Specifications AND Pictures are required with the submission of quote.**

#### **INSPECTION AND ACCEPTANCE**

The final inspection and acceptance of ALL items shall be performed by the U.S. Government upon their arrival at the customs facility in Honduras. The payment(s) to the Contractor shall be made following satisfactory inspection and acceptance of products by the Office of INL in Honduras.

**EVALUATION FACTOR:**

- a. The U.S. Government intends to evaluate this requirement based on the lowest price technically acceptable (LPTA). *NOTE: Offerors shall include specific details and delivery dates in their responses to this RFQ.*
- b. **Company Documents:** Please include the following information in your documents (all documents should be up to date):
  - Company License / SAM Number
  - Company RTN
  - Company address and telephone Number
  - Contact Name, telephone number and email address
- c. **Delivery Terms:** The vendor is responsible for the delivery of all items listed above under this Request of quotation (Brand name or Equal).
- d. **Offers/ Quotes:** Complete pricing section in Lempiras (L).

**NOTE:**

52.225-17 *Evaluation of Foreign Currency Offers (FEB 2000)*

*If the Government receives offers in more than one currency, the Government will evaluate offers by converting the foreign currency to United States currency using the exchange rate used by the Embassy in effect as follows:*

- (a) *For acquisitions conducted using sealed bidding procedures / email offer, on the date of bid opening*
- (b) *For acquisitions conducted using negotiation procedures—*
  1. *On the date specified for receipt of offers, if award is based on initial offers; otherwise*
  2. *On the date specified for receipt of proposal revisions.*

- e. **Tax Exempted:** Offers should not include tax (process must be tax exempted)
- f. **Payment:** Payment thru **Government Purchase Credit Card**. Payment will be processed once the requester has confirmed as complete the delivered items. **NO EXTRA CHARGES FOR PURCHASE CARD FEE TRANSACTION IS ALLOWED OUTSIDE THE OFFER.**

Your offer must be submitted no later than **Monday, October 05, 2020 at 11:00 a.m. (Tegucigalpa, Honduras Time)** via e- mail to [arevalopl@state.gov](mailto:arevalopl@state.gov). After time offers, will not be taken in consideration.

If there are any questions regarding this Request for Quotation, please contact Paola Arevalo, Procurement Agent, email: [arevalopl@state.gov](mailto:arevalopl@state.gov)

**September 24<sup>th</sup>, 2020**

Contact information: \_\_\_\_\_

Signature: \_\_\_\_\_

Date signed: \_\_\_\_\_

**PLEASE SIGN THIS REQUEST OF QUOTATION AS PROOF OF READING AND UNDERSTANDING OF THE BID.**

**PLEASE ATTACH YOUR QUOTE AND SPECIFICATIONS AS PER THIS REQUEST.**