

REQUEST FOR PROPOSAL-19N10224Q0001-RESIDENTIAL AUTOMATIC VOLTAGE REGULATORS

Due: February 24, 2024

Enclosed is a Request for Quotations (RFQ) for the preventive maintenance services for Utility Systems Technology and Controlled Power Inc. Brands of Automatic Voltage Regulators. If you would like to submit quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 1449 that follows this letter.

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable offer at the lowest price. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

The Embassy intends to conduct a pre-quotation conference at the site. The pre-proposal conference will be held on **February 8, 2024**, at 10am (local time) at the U. S. Embassy, Plot 1075 Diplomatic Drive, Central Business District, Abuja, Nigeria. Prospective offerors/quoters should send the names of their representative/s (not more than two per company) to Abujaprocurement@state.gov no later than **February 5, 2024**, for security access into the building.

Quotations are due by **February 24, 2024**, by 4.30pm (local time). No quotations will be accepted after this time. Proposals must be in English and incomplete proposals will not be accepted.

Your quotation must be submitted electronically to Abujaprocurement@state.gov . It is important to make sure the submission is made in specific size and format; in MS-Word 2007/2010 or MS-Excel 2007/2010 or Adobe Acrobat (pdf) file format. The file size must not exceed 30MB. If the file size should exceed the 30MB, the submission must be made in separate files and attached to separate emails with less than 30MB each.

For a quotation to be considered, you must also complete and submit the following:

Detailed proposal, which must be submitted in two separate attachments ONLY (but in one

email) as follow:

(a). Technical proposal to include but not limited to your methodology for meeting the requirement, performance schedule, proof of SAM Registration and UEI number, proof of experience with valid contact information of your customers for the past five (5) years, ETC.

(b) Financial proposal in the format provided in the SOW.

2. Standard Form (SF) 1449
3. Section 5 Representations and Certifications
4. Additional information as required in Section 3
5. The Offeror should submit a completed IRS Form W-14, found at www.irs.gov/w14 , to ensure compliance with FAR 52.229-11;”
6. Evidence of financial capability as payment term is Net 30
7. The Offeror shall include Defense Base Act (DBA) insurance premium costs covering employees. The offeror may obtain DBA insurance directly from any Department of Labor approved providers at the DOL website at <http://www.dol.gov/owcp/dlhwc/lscarrier.htm>]
8. Proof of SAM Registration

Offerors shall be registered in the SAM (System for Award Management) database at <https://www.sam.gov> prior to submittal of their offer/proposal as prescribed under FAR 4.1102. Failure to be registered at time of proposal submission may deem the offeror’s proposal to be considered non-responsible and no further consideration will be given. Therefore, offerors are highly encouraged to register immediately if they are interested in submitting a response to this requirement.

DOWNLOAD THE DOCUMENTS:

- **[AVR Residential PMSC SOW \(313KB\) pdf](#)**
- **[AOPE Model Solicitation Document \(788KB\) pdf](#)**
- **[SOW for AVR Residential PMSC \(313KB\) pdf](#)**