Embassy of the United States of America

Islamabad, Pakistan
Date: June 18, 2026

To: Offeror

Request No: 19PK3326Q1032– Supply of DESKTOP UPS

From: Contracting Officer
General Services Office
US Embassy,
Diplomatic Enclave, Ramna 5,
Islamabad.

E-mail: RanaMA@state.gov: AqeelM@state.gov
Phone: 92-51-201-5159

Subject: **Request for Quotation – Supply of Heavy-Duty Steel Shelving**

The US Embassy, Islamabad has an opportunity for the Open Market Vendors to participate in bidding for the "Supply of DESKTOP UPS". It will be a Firm-Fixed Price Purchase Order. Bid from all potential offerors will be accepted based on assurance of genuine quality, capability, lead time for delivery and competitive price. You are encouraged to submit your bids before the deadline i.e., **July 03, 2026**. The vendors dealing in the similar trade are encouraged to participate in this Solicitation.

1. Items Description

Sr. #	Item's Details	Required Quantity	Unit Price in USD	Total Price in USD
1	DESKTOP UPS Specification: American Power Conversion (APC) BK650EI UPS, 230 VAC, 400 W, 650 VA, (3) C13 Out, IEC-320 C14 In, 4.7 min. Backup. Or Equivalent	150Each		

2	Estimated transportation & handling charges till NJ, 08902	01-Lump Sum		
		Grand Total in USD =➔		

Note: Please share product picture and complete specification along with quotation.

2. Quote Submission Due Date:

Quotation must be submitted electronically with subject line "Quotation for **RFQ# 19PK3326Q1032 - "Supply of DESKTOP UPS".** Quotations must be received **on or before Close of business (COB), July 03, 2026**. No quotation will be accepted after the deadline. Submit your quotations to the following email address: **RanaMA@state.gov; AqeelM@state.gov.**

For your quote to be considered, must submit the following documentation: -

Requirements:

a) Prepare your quotation on your company letterhead in accordance with the requested details of this Solicitation.
b) Please include list of your clients, you sold similar items within the last two years.
c) Delivery Period after receiving of Purchase Order.
d) Quote/ Offer must be valid for 30 days from the closing date for this solicitation.
e) Acceptance of Net 30 days payment terms of the Embassy.
f) Bidder must have a physical business address and good financial health.
g) The offeror will provide reference of our Request Number# **19PK3326Q1032** in all their correspondence.
h) Please note that U.S. Embassy is exempted from applicable taxes, therefore, submit tax free quote. The Tax Exemption Certificate may be provided by the Mission to the awardee vendor.

3. Terms & Conditions:

a) Mode of Payment:

Payment will be processed through EFT within 30 days of the date that a correct invoice conforming to the provisions of the Purchase Order is received at the US Embassy Financial Management Office and satisfactory completion of work/delivery of acceptable items.

b) Delivery Schedule/ Period of Performance:

The delivery is required to be made within 15-25 days after receiving the PO. The vendor will deliver the supplies at New York DA Office, SUVI LLC, 2801 Route 130, Unit 1, North Brunswick, NJ, 08902. Must call our warehouse 3 days prior to shipping for a delivery

appointment (571) 482-5289. Operating hours are from Monday thru Fridays 7:30am until 3:30pm, closed for lunch from 12:00pm until 12:45pm.

Inspection & Acceptance:

A Government representative will inspect the items at the time of delivery or later to determine the quality, acceptability and payment shall be released accordingly. Any item found with change in Specs, Quality, Brand shall be returned to the vendor without entertaining the payment claim.

4. **FAR/ DOSAR Clauses applies on this Solicitation:**

FAR & DOSAR (attached) clauses will apply to this Procurement. These clauses can be accessed through following link:

FAR 52.252-2 Clauses Incorporated by Reference (FEB 1998)

This purchase order or BPA incorporates the following clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: https://www.acquisition.gov/far

DOSAR clauses may be accessed at: http://www.statebuy.state.gov/dosar/dosartoc.htm

FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1) CLAUSES

NUMBER	TITLE	DATE
52.204-7	SYSTEM FOR AWARD MANAGEMENT	OCT 2018
52.204-9	Personal Identity Verification of Contractor Personnel (if contractor requires physical access to a federally controlled facility or access to a federal information system)	JAN 2011
52.204-13	SYSTEM FOR AWARD MANAGEMENT MAINTENANCE	OCT 2018
52.204-18	COMMERCIAL AND GOVERNMENT ENTITY CODE MAINTENANCE	JUL 2016
52.212-4	Contract Terms and Conditions – Commercial Items (Alternate I (MAY 2014) of 52.212-4 applies if the order is time-and-materials or labor-hour)	OCT 2018
52.225-19	Contractor Personnel in a Diplomatic or Consular Mission Outside the United States (applies to services at danger pay posts only)	MAY 2020
52.227-19	Commercial Computer Software License (if order is for software)	DEC 2007

52.228-3	Workers' Compensation Insurance (Defense Base Act) (if order is for services and contractor employees are covered by Defense Base Act insurance)	JUL 2014
52.228-4	Workers' Compensation and War-Hazard Insurance (if order is for services and contractor employees are not covered by Defense Base Act insurance)	APR 1984
52.244-6	SUBCONTRACTS FOR COMMERCIAL ITEMS	NOV 2020
52.246-26	REPORTING NON-CONFORMING ITEMS	JUN 2020

5. EVALUATION CRITERIA:

The award will be made to the Lowest Price Technically Acceptable vendor, who can meet the delivery schedule, salient physical, functional and performance characteristics.

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