

United States Embassy Canberra, Australia

Date: 08/04/2020

To: Prospective Quoters

Subject: Request for Quotations number **19AS2020Q0014**

Enclosed is a Request for Quotations (RFQ) for removal and installation of UPVC windows and patio doors in at three residential properties in the Weston Creek Area. If you would like to submit a quotation, complete the blocks 17a, 23, 24, 30a and 30b of the attached SF1449 document, and submit it to the address shown on block 16 of the Standard Form 1449 that follows this letter.

The Embassy intends to hold site visits on **Thursday 13th of August 2020 at 10am** AEST at the sites located in the Weston Creek area, ACT. All prospective offerors are required to request registration/participation in the Site visit by sending an email addressed to Costank@state.gov prior to August 12th 2020, providing the following information:

- Name(s) of one or two representatives.
- Company's name.
- Contact telephone number(s) and email(s).

The U.S. Government intends to award a contract to the responsible company submitting an acceptable quotation 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.

All contractors must be registered in the SAM (System for Award Management) Database <https://www.sam.gov> prior to contract award pursuant to FAR provision 52.204-7. Therefore, prospective offerors are encouraged to register prior to the submittal of quotations/proposals.

The guidelines for registration in SAM are also available at:
<https://www.statebuy.state.gov/pd/Pages/AdditionalVendorReg.aspx>

ELECTRONIC SUBMISSIONS/RESPONSES:

This opportunity allows for electronic responses. Electronic offers will be submitted with “**(RFQ)**” listed in the subject line to the following email address Costank@state.gov one day prior to the written proposal due date. No electronic proposals will be accepted after this time.

Quotations are due by **5pm September 4th, 2020.**

Sincerely,

Ryan R. Ruta

A/GSO Contracting Officer

SOLICITATION FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30</i>				1. REQUISITION NUMBER PR9278768		PAGE 2 OF 6							
2. CONTRACT NO.		3. AWARD/EFFECTIVE DATE		4. ORDER NUMBER		5. SOLICITATION NUMBER 19AS2020Q0014		6. SOLICITATION ISSUE DATE 08/04/2020					
7. FOR SOLICITATION INFORMATION CALL:		a. NAME Kate Costan				b. TELEPHONE NUMBER(No collect calls) +61 2 62145934		8. OFFER DUE DATE: 09/04/2020 LOCAL TIME : 5.00pm					
				10. THIS ACQUISITION IS UNRESTRICTED OR SET ASIDE: ___ % FOR: SMALL BUSINESS WOMEN-OWNED SMALL BUSINESS HUBZONE SMALL BUSINESS (WOSB) ELLIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM NAICS: SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS EDWOSB 8 (A) SIZE STANDARD:									
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED SEE SCHEDULE		12. DISCOUNT TERMS		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		13b. RATING							
				14. METHOD OF SOLICITATION RFQ IFB RFP									
15. DELIVER TO AMERICAN EMBASSY CANBERRA 21 MOONAH PLACE - YARRALUMLA CANBERRA, ACT, 2600 ATTN: GSO SHIPPING & TRANSPORTATION				16. ADMINISTERED BY GSO PROCUREMENT AMERICAN EMBASSY CANBERRA 21 MOONAH PLACE - YARRALUMLA CANBERRA, ACT, 2600									
17a. CONTRACTOR/OFFERER		CODE		FACILITY CODE		18a. PAYMENT WILL BE MADE BY Electronic Funds Transfer.							
TELEPHONE NO.													
17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED SEE ADDENDUM									
19. ITEM NO.		20. SCHEDULE OF SUPPLIES/SERVICES				21. QUANTITY		22. UNIT		23. UNIT PRICE		24. AMOUNT	
1.		Property Number: R00161 (Price to include all windows/doors, labor and delivery costs)				1		All					
2.		Property Number: R00129 (Price to include all windows/doors, labor and delivery costs)				1		All					
		<i>(Specifications continued page 3.)</i>											
25. ACCOUNTING AND APPROPRIATION DATA								26. TOTAL AWARD AMOUNT <i>(For Govt. Use Only)</i>					
27a.SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA								ARE ARE NOT ATTACHED					
27b.CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA								ARE ARE NOT ATTACHED					

28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN _____ COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.		29. AWARD OF CONTRACT: REF. _____ OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:	
30a. SIGNATURE OF OFFEROR/CONTRACTOR		31a. UNITED STATES OF AMERICA (<i>SIGNATURE OF CONTRACTING OFFICER</i>)	
30b. NAME AND TITLE OF SIGNER (<i>Type or print</i>)	30c. DATE SIGNED	31b. NAME OF CONTRACTING OFFICER (<i>Type or print</i>) Ryan R. Ruta	31c. DATE SIGNED

AUTHORIZED FOR LOCAL REPRODUCTION

STANDARD FORM 1449 (REV. 02/2012)

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
3.	Property Number: R00164 (Price to include all windows/doors, labor and delivery costs)	1	All		

32a. QUANTITY IN COLUMN 21 HAS BEEN

RECEIVED		INSPECTED		ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED:		
32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE				32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
				32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
33. SHIP NUMBER		34. VOUCHER NUMBER		35. AMOUNT VERIFIED CORRECT FOR		36. PAYMENT
PARTIAL		FINAL		COMPLETE	PARTIAL	FINAL
38. S/R ACCOUNT NO.		39. S/R VOUCHER NO.		40. PAID BY EFT		
41.a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR				42a. RECEIVED BY (<i>Print</i>)		
41b. SIGNATURE AND TITLE OF CERTIFYING			41c. DATE		42b. RECEIVED AT (<i>Location</i>)	

STATEMENT OF WORK
Removal and replacement of windows
at three residential properties in the Weston Creek Area

Addresses: TBA, Weston Creek Area
 Property Number: R00161, R00159, R00164

STATEMENT OF WORK

1. INTRODUCTION

The American Embassy in Canberra requires the service of a qualified contractor to remove the existing windows and replace with white UPVC windows and patio doors in at three residential properties in the Weston Creek Area

2. SCOPE OF WORK

The contractor will remove the existing windows and patio doors and supply and install new UPVC windows and patio doors. Timber frames are to be refinished or replaced.

The contractor shall conduct a site visit and inspection to obtain an overview of the project and document the existing site conditions to allow for proper, measurements, cost estimating and scheduling of work.

3. CONTRACTOR RESPONSIBILITY:

- Removal of existing windows as per plan.
- Prepare window frames and install new IGU's. Windows are to be designed to maximize acoustic and thermal insulation. Window to have a U-Factor of ≤ 0.30 and a solar heat gain coefficient of ≤ 0.25 . Installed units should have an Air Leakage Rating of ≤ 0.3 CFM/Ft² and an STC rating ≥ 30 (or equivalent SRI rating).
- Window style is to match existing and shall be level and plumb. Wall cavities around new windows are to be insulated to the greatest extent feasible. All timber frames are to be refinished or replaced.

- All new windows are to have window locks fitted (keyed alike)
- Bathroom windows to have obscured glass fitted
- Existing fly screens are to be replaced on completion of the work. Existing crimsafe screen can be reused if in good condition, replaced if worn or damaged (to be determined during site visit).
- Replacement patio doors (triple lock) to be keyed to the front door key and have patio bolts fitted top and bottom.
- Remove all demolition and rubbish from work site daily.

4.0 WORKING HOURS:

Hours of work will be from 0800 - 1700 (Monday-Friday).

5.0 EMBASSY RESPONSIBILITY:

Provide access to property.

6.0 SAFETY:

The contractor will ensure that his employees use good safety practices. Scaffolding and working at heights must be compliant with local ACT WHS work practices. Embassy personnel will conduct spot checks daily.

6.1 ENVIRONMENTAL CONTROL

GENERALLY: Comply, and make sure that subcontractors comply, with the provisions of this Clause and any other environmental protection provisions in the Contract and with the requirements of any statute, by-law, standard and the like related to environmental protection.

6.2 FIRE PROTECTION

RESTRICTIONS: Light no fires on property

7.0 DISPOSAL OF REFUSE

REQUIREMENT: Remove from the site all refuse (including food scraps and the like) resulting from the work under Contract. Handle refuse in a manner so as to confine the material completely and prevent dust emission. Provide bins / trash containers for this purpose

Disposal of contaminants

GENERALLY: Properly dispose of solid, liquid, and gaseous contaminants in accordance with all statutory and contractual requirements.

7.1 Reserved

7.2 CLEANING UP

Clean up work area every day.

8.0 GENERAL CLAUSES

8.1 CONSTRUCTION STANDARDS

All workmanship shall be of the highest standard and in accordance with best trade practice for each respective trade.

8.2 SITE

Contractor's materials may be stored on the site at their own risk.

8.3 PROTECTION

All finishes adjacent to the Work shall be fully protected.

8.4 STORAGE

All materials shall always be carefully stored and fully protected from external conditions or contamination

8.5 CLEAR AWAY

Rubbish and debris resulting from work of the Contractor shall always be cleared away from time to time and the site maintained in a reasonably clean and orderly condition . Upon completion of work, all tools appliances, equipment, and surplus material shall be removed from the premises and unless otherwise directed, the finished work left in a neat, clean, and serviceable condition acceptable to the COR.

