



Embassy of the United States of America

Ashgabat, Turkmenistan

To All Prospective Offerors:

SUBJECT: Request for Quotations Number PR11712458 – Laptops

The Embassy of the United States of America invites you to submit a quotation for Laptops. The Embassy intends to award Purchase Order to the responsible company submitting an acceptable quotation at the lowest price. Award will be based on initial quotations without holding discussions, although we may hold discussions with vendors in the competitive range if there is need to do so.

If you would like to submit quotation, read the attached Request for Quotations (RFQ) and

- Complete the Schedule portion of the Standard Form 18, including all blank spaces, and have the form signed by an authorized representative of your company.
- Provide detailed Quotation, accompanied by adequate technical documentation other printed material or pertinent information (in English language) for each item quoted;

Your proposal must be submitted on or before 17:00 PM Ashgabat time on June 22, 2023 in a sealed envelope marked "Quotation PR11712458 Enclosed" to:

Attention: Contracting Officer Embassy of the United States of America

9, 1984 Street (Pushkin Street),

Ashgabat, 744000 Turkmenistan

OR sent to [Ashgabat Procurement](#).

No proposal will be accepted after this time.

Direct any questions regarding this request for quotations to the Contracting Officer by letter to [S/GSO](#) during regular business hours.

Sincerely,

Joseph R Williams
Contracting Officer

REQUEST FOR QUOTATION (THIS IS NOT AN ORDER)		THIS RFQ _ IS <input checked="" type="checkbox"/> IS NOT A SMALL BUSINESS SET-ASIDE			Page 1 of 1	
1. REQUEST NO. PR11712458	2. DATE ISSUED 05/07/2023	3. REQUISITION/PURCHASE REQUEST NO. PR11712458	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING		
5a. ISSUED BY US Embassy Ashgabat 9, Pushkina Street, Ashgabat, Turkmenistan744000			6. DELIVER BY (Date) 60 days after notice to proceed			
5b. FOR INFORMATION CALL (NO COLLECT CALLS)			7. DELIVERY _ FOB DESTINATION <input checked="" type="checkbox"/> OTHER (See General Conditions/Requirements)			
NAME Procurement Department Contracting officer		TELEPHONE NUMBER +99312 94 00 45		9. DESTINATION a. NAME OF CONSIGNEE Embassy of the United States of America In Ashgabat		
8. TO:			b. STREET ADDRESS 3 US Embassy Ashgabat 9, 1984 Street (Pushkin St)			
a. NAME		b. COMPANY		c. CITY Ashgabat		
c. STREET ADDRESS				d. STATE Turkmenistan		
d. CITY		e. STATE	f. ZIP CODE	e. ZIP CODE 744000		
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5A ON OR BEFORE CLOSE OF BUSINESS (Date) June 22, 2023 17:00 Ashgabat time			IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5A. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or services. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter.			
11. SCHEDULE (Include applicable Federal, State and local taxes)						
ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	
1.	HP 2022 24" FHD IPS Touchscreen All-in-One Desktop PC Intel 2-Core i3-1115G4 Intel UHD Graphics 8GB DDR4 RAM 512GB NVMe SSD WiFi AC BT RJ-45 HDMI Webcam Speaker Windows 11 Pro White w/RE USB Drive OR EQUAL	6	Each			
2.	HP ProBook 450 G8 Business Laptop, 15.6" Full HD Screen, 11th Gen Intel Core i5-1135G7 Processor, Iris Xe Graphics, 16GB RAM, 512GB SSD, Backlit Keyboard, Windows 11 Pro, Silver OR EQUAL	8	Each			
3.	Epson PowerLite 2250U Full HD WUXGA 3LCD Projector OR EQUAL	1	Each			
12. DISCOUNT FOR PROMPT PAYMENT		a. 10 CALENDAR DAYS (%)	b. 20 CALENDAR DAYS (%)	c. 30 CALENDAR DAYS (%)	d. CALENDAR DAYS	
					NUMBER	PERCENTAGE
NOTE: Additional provisions and representations [] are [] are not attached.						
13. NAME AND ADDRESS OF QUOTER			14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15. DATE OF QUOTATION	
a. NAME OF QUOTER			16. SIGNER		b. TELEPHONE	
STREET ADDRESS						
c. COUNTY			a. NAME (Type or print)		AREA CODE	
d. CITY	e. STATE	f. ZIP CODE	c. TITLE (Type or print)		NUMBER	

GENERAL CONDITIONS / REQUIREMENTS

1. Your quotation in English language, should be accompanied by adequate technical documentation other printed material or pertinent information (in English language) for each item quoted.
2. The prices shall include **consolidation of order and delivery cost** to North Brunswick, NJ 08902 or U.S Embassy Ashgabat in Turkmenistan (DDP or DAP).

OTHER CONDITIONS

Delivery Time	60 days after notice to proceed
Payment Terms	Per Prompt Payment Act FAR Subpart 32.9 https://www.acquisition.gov/content/gart-32-contract-financing
Validity of Quotation	30 DAYS
Mode of Transport	AIR
	SURFACE
	SEA
	OTHERS
Contract format	Standard US Embassy Purchase order

PLEASE STATE

<ul style="list-style-type: none">• Quantity discount and early payment discount• Separate quote for estimated transportation & insurance charges	<ul style="list-style-type: none">• Availability of local service in country of final decision• Details on any warranty or guarantee conditions.• Delivery period
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Warranty: The contractor shall provide a one-year standard manufacturer's warranty

ATTENTION:

Please indicate on e-mail subject the RFQ reference i.e. "**RFQ/ PR11712458**".

Applicants with questions regarding this bidding should send them in writing (fax or E-mail) to:

U.S. Embassy Ashgabat, Turkmenistan Fax: +99312 94 26 14

Or e-mail: [S/GSO](#) or [Ashgabat Procurement](#)