

PEACE CORPS OVERSEAS REQUEST FOR QUOTATION TEMPLATE

PEACE CORPS

Overseas Request for Quotation (RFQ) for Supplies/Services/Equipment

RFQ Number: PC-24-001

Date: January 18, 2024

- Peace Corps / Ghana is soliciting firm fixed-price quotations from you and several of your competitors / the vendor community for the supply and delivery of a **one (1) unit 50KVA 3-phase automatic voltage regulator with installation cost and one (1) unit of 60KVA Canopied generator with automatic transfer switch (ATS) inclusive of installation cost.**

Quotations may be submitted on or before, Tuesday February 13, 2024, by 17:00hrs via email at GH-jobs@peacecorps.gov

OR

Send Original quotations in sealed envelopes to the address below (only the reference number of the RFQ should on the envelop):

Address: Peace Corps Ghana
P. O. Box 5796
Accra – North
14 Dade Link, Labone, Accra
Ghana Post Address: GL-043-9998 ,9 Dade Crescent

Written questions about this Request for Quotation (RFQ) may be sent in the same fashion to the individual noted above in advance of the RFQ due date. **No phone calls please.**

Peace Corps will evaluate all quotations received by the deadline based on the minimum requirements and/or evaluation factor(s) shown below. Contingent on the availability of funds and continued need for the supplies and/or services, at the end of the evaluation process, Peace Corps intends to award a firm-fixed-price contract for the purchase of the required supplies and/or services to the selected vendor.

A. Scope of Work Automatic Voltage regulator and Generator set.

The services to be provided by the Contractor / vendor under this contract shall consist of but not limited to the following:

- a. Supply, delivery, and installation of a 3-phase automatic voltage regulator and a canopied generator with automatic transfer switch (ATS)
- b. Provision of after sales service during warranty period for a minimum of one year
- c. Full compliance with requirements, comprehensiveness of the after-sales services.
- d. Routine checks and servicing of AVR and generator, ensuring that their performance meets all manufactures requirements.

B. Technical Requirements (50KVA 3-phase automatic voltage regulator)

- 50KVA 3-phase automatic voltage regulator
- Input: Three phase and four-line system, 175V-265V (phase voltage), 304V-456V (line voltage)
- Output: Three phase 380V, $\pm 1\%$ accuracy, other voltages can be customized
- Frequency: 50Hz/60Hz
- Current Type: Alternate current
- Perfect protection function: Over/ low voltage protection, overheat/ load protection, short circuit protection.
- High efficiency: More than $>95\%$
- Response time: 1.5s
- 1-year standard warranty

Technical Requirements (60KVA Canopied generator with automatic transfer switch (ATS))

- Engine: Perkins / John Deere / Cat
- Control Panel: Preferably Deepsea electronics / ComAp / ADM
- Frequency: 50Hz / 400v
- Engine speed: 1500rpm
- Phase / Poles: 3-Phase / 4-Pole
- Ratings: 60KVA / 48Kwe
- Canopied
- Fuel type: Diesel

C. Place of Performance

A/123 Nanoman, Dodowa Rd – Peace Corps Training Center

D. Contract Terms and Conditions

As an Agency of the United States Government, Peace Corps has an approved contract template that it intends to use for the award. Peace Corps reserves the right to deny making a contract award to a vendor should they refuse to sign the Peace Corps approved contract template.

E. Minimum Criteria:

A quotation will not be considered further if it does not meet the following minimum criteria:

- Completed **ATTACHMENT 1 – VENDOR QUOTATION FORM of this RFQ.**
- Include at least three references of project/jobs with similar size your outfit has executed. (Provide Name of point person, organization, title/position, and email address and/or telephone contact)
- Must have at least 5 years of experience in supplying, installation and troubleshooting of such products as indicated in the RFQ.
- Must be properly registered in accordance with the Ghanaian laws and legislation.

F. Evaluation Factors:

Quotations that meet the minimum criteria listed above may be further evaluated based on the following factors:

- 1 Price / Cost of product inclusive of installation
- 2 Product availability and delivery time
- 3 Payment Terms
- 4 Product warranty
- 5 Period of validity of quotes is 60 days starting the submission date.
- 6 After sales service (Free monitoring and servicing of Equipment during warranty period)
- 7 Vendor to provide reference if they offer after sales service.

Award may be made with or without negotiations between the Peace Corps and the selected vendor. Award may be made to a vendor that provided the lowest priced technically acceptable quotation, or to a vendor other than the one that provided the lowest priced quotation, should that vendor be determined to have provided the best value quotation to the Peace Corps taking technical and cost factors into account.

All vendors that submit quotations in response to this RFQ will be notified of the results through their emails.

ATTACHMENT 1 – VENDOR QUOTATION FORM

RFQ Number: PC-23-002

Vendor /Contractor:

Authorized Representative:

Name:

Position/Title:

Phone Number:

E-mail Address:

Quoted Prices (Inclusive of Administrative and/or Overhead Costs):

Item	Description	Qty	Unit Price	Total Installation Cost	Total
001	50KVA 3-phase automatic voltage regulator	1			
002	60KVA Canopied generator with automatic transfer switch (ATS)	1			

Quoted Work or Delivery Schedule:

Quoted Payment Terms:

Quoted Warranty Terms:

Quoted Additional Terms and/or Conditions:

SUPPLIER AUTHORIZED REPRESENTATIVE

Signature: _____

Date: _____