

U.S. EMBASSY, ADDIS ABABA

Invitation to Quote PR11187614

The Embassy of the United States of America, Addis Ababa, Ethiopia, invites all eligible bidders to provide a quotation for different office supplies as per the specifications shown here under:

Each offer MUST contain the following information. Any supplier with incomplete information will be disqualified.

- 1- Requisition # PR11187614 on the subject of the quotation
- 2- Full address of the supplier
- 3- Must have DUNS number and registered on System Award Management (SAM) at www.sam.gov, please mention your DUNS number on your price offer.
- 4- Delivery place: either of the following two options
 - 4.1. North Brunswick, NJ 08902 USA or
 - 4.2. CIF Addis Ababa airport
- 5- Shipping cost
- 6- Delivery date of the item to the destination
- 7- Provide a filled out and signed NDAA certification form

Specification:

No	Description	Qty	Unit
1	Clasp Envelope,10 x13, 28lb, Light Brown (NSN # 7530-01-316-6585)	1000	ea
2	Napkin: White, Plain, 1/4-Fold, 24PACKET/Box ,1PACKET=250Napkins (NSN 8540-00-276-7569)	10	box
3	Letter Size, Straight Cut File Folders, Orange 100/box (NSN# 7530-01-364-9506)	6	box
4	Foam cup 6-OZ (25EA/PK) (NSN# 7350-00-721-9003)	200	packet
5	8-1/2 X 13-1/2" Envelop printed official, Reads: "The United States of America-Official Business". (NSN# 7530-00-130-3280)	1000	ea
6	7530-00-130-3282 Envelop Light Brown 10 x 15" does not include a window and is printed in black ink. Reads: "The United States of America- Official Business".	1500	ea

7	7530-00-130-3281 White 4-1/8 x 9-1/2" Includes a window and is printed in blue ink. Reads: "The United States of America-Official Business".	1000	ea
8	Mailing Envelop,4 1/8 x 9.5inch, White, Glued, Adhesive, One Side Opening(NSN# 7530-00-286-6970)	3000	ea
9	ENVELOPE PLAIN WITH WINDOW SMALL (4 1/8 X 9 1/2")	1000	ea
10	7530-00-130-3283 Light Brown or Kraft 9-1/2 x 12" Does not include a window and is printed in black ink. Reads: "The United States of America- Official Business"	500	ea
11	Extra Heavy Duty File Folder With One Fastener Green, legal size (NSN# 7530-00-926-8982)	400	ea
12	PAPER TRIMMER (NSN# 7520-00-224-7620)	3	ea
13	Easel Pad - 27" x 34", Unruled (NSN# 7530-00-619-8880)	25	ea
14	Record Book green, Memorandum Book, 8.5 X 14INCH (NSN# 7530-00-286-8363)	200	ea
15	WHITE BOARD 2X3 Ft (24INCH X 36INCH) Magnetic, With Marker3/pack (NSN# 7110-01-334-7079)	5	ea
16	Rack, Distributer, Desk, NSN 7520-00-139-4900	10	ea
17	Copyholder with adjustable easel stand (NSN# 7520-01-292-0013)	10	ea
18	Wire partition Additions three-tray organizer CRC75902 (NSN#7510-01-390-0715	10	ea

Eligible bidders can submit their technical specification sheet and price quotation including all costs at AddisGSOProcurement@state.gov, POC: Solomon Alene (PR11187614) before November 3, 2022, COB.