

**PEACE CORPS**

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

RFQ Number: RFQ22-001

Date: April 7, 2022

Peace Corps/ETHIOPIA has a need for Group Life and Accident Insurance coverage for its full time staff. Peace Corps is soliciting fixed-price quotations from the vendor community for the supplies and/or services detailed below.

If you are interested in submitting a quotation, please do so by sending your completed and signed Attachment II—Vendor Quotation Form by email to:

Name: Contracting Officer  
E-mail: ET-DMO@peacecorps.gov

Quotations are due no later than 9:00 a.m. East Africa Time on 19 April 2022. Late quotations will not be accepted.

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. Statement of Work/Description of Requirements**

Peace Corps Ethiopia requires Life Insurance and Accident Insurance coverage for its 65 full time staff. The insurance benefits will be paid to the staff member's named beneficiary. In the event of natural death, the payout is 48 months of basic salary. In the event of accidental or work related death or partial and total disability, the payout is five (5) years' basic salary.

Item	Description	Qty
001	Natural Death: 48 months' basic salary	65
002	Accidental or work related death; partial and total disability: 5 years' basic salary	65

Quotes should be based on the annual salary details provided in Attachment I: Coverage Roster; employee names are omitted to maintain privacy.

**B. Place of Performance**

Peace Corps/Ethiopia  
Nefas Silk Lafto Subcity  
Kebele 05, House #1819  
Addis Ababa, Ethiopia

**C. 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.

**D. Minimum Criteria:**

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

- Includes cost estimate for the annual life insurance coverage of 65 full time staff members in the event of natural death at the rate of 48 months' basic salary/staff member.
- Includes cost estimate for annual accidental or work related death as well as partial and total disability coverage of 65 full time staff at the rate of five (5) years' basic salary/staff member.

**E. Evaluation Factors:**

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

Not Applicable

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.

[End of RFQ]

**ATTACHMENT I – COVERAGE ROSTER**

<b>No</b>	<b>Date of Birth</b>	<b>Annual Base salary in ETB</b>
1	January 10, 1964	190,331.40
2	December 21, 1988	199,847.97
3	February 14, 1984	209,364.54
4	December 28, 1978	209,364.54
5	September 25, 1987	209,364.54
6	October 8, 1985	209,364.54
7	February 19, 1970	209,364.54
8	June 15, 1987	209,364.54
9	October 24, 1987	209,364.54
10	September 11, 1988	218,881.11
11	February 4, 1988	218,881.11
12	December 12, 1987	218,881.11
13	July 20, 1981	228,397.68
14	January 18, 1978	228,397.68
15	September 11, 1977	330,995.37
16	June 28, 1981	357,551.13
17	October 21, 1970	357,551.13
18	March 3, 1984	519,060.92
19	March 20, 1972	519,060.92
20	September 12, 1983	543,758.68
21	November 13, 1968	543,758.68
22	June 29, 1976	543,758.68
23	September 22, 1980	555,948.96
24	September 14, 1987	568,456.45
25	June 14, 1993	583,048.52
26	August 31, 1984	608,969.85
27	August 13, 1973	617,851.98
28	November 6, 1981	617,851.98
29	October 29, 1978	642,549.74
30	April 27, 1981	642,549.74
31	June 1, 1980	659,679.57
32	April 2, 1982	659,679.57
33	March 13, 1977	667,247.51
34	January 25, 1974	667,247.51
35	September 27, 1978	667,247.51
36	March 19, 1983	680,253.49
37	August 27, 1977	769,527.98
38	January 25, 1994	769,527.98
39	July 17, 1982	809,860.11
40	November 21, 1964	874,663.42

<b>No</b>	<b>Date of Birth</b>	<b>Annual Base salary in ETB</b>
41	May 21, 1968	874,663.42
42	January 4, 1980	879,376.39
43	February 1, 1972	879,376.39
44	May 28, 1972	932,533.23
45	August 1, 1984	952,608.66
46	May 24, 1982	989,224.79
47	May 1, 1970	989,224.79
48	May 23, 1969	989,224.79
49	February 5, 1982	989,224.79
50	September 21, 1982	989,224.79
51	February 8, 1984	1,075,644.31
52	September 22, 1979	1,102,018.81
53	October 26, 1977	1,144,390.20
54	May 22, 1984	1,144,390.20
55	April 12, 1968	1,245,447.11
56	February 20, 1972	1,245,447.11
57	October 13, 1986	1,246,715.99
58	January 2, 1981	1,358,648.98
59	February 3, 1978	1,358,648.98
60	July 12, 1964	1,528,451.78
61	May 9, 1970	1,731,426.62
62	August 26, 1980	1,800,671.00
63	August 26, 1965	1,869,915.37
64	January 28, 1989	2,821,164.52
65	December 16, 1979	4,480,673.06
<b>TOTAL</b>		<b>53,365,163.25</b>

**ATTACHMENT II – VENDOR QUOTATION FORM**

RFQ Number: RFQ22-001

Vendor:

Authorized Representative:

Name:

Position/Title:

Phone Number:

E-mail Address:

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

Peace Corps Ethiopia requires Life Insurance and Accident Insurance coverage for its 65 full time staff. The insurance benefits will be paid to the staff member's named beneficiary. In the event of natural death, the payout is 48 months of basic salary. In the event of accidental or work related death or partial and total disability, the payout is five (5) years' basic salary.

See Attachment I: Coverage Roster for a complete list of annual salary details; employee names have been omitted to maintain privacy.

<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Total (ETB)</b>
001	Natural Death: 48 months' basic salary	65	
002	Accidental or work related death; partial and total disability: 5 years' basic salary	65	
<b>Total (ETB)</b>			

Items/Services Included in Total Quoted Price Above but Not Indicated in Chart:

Quoted Work or Delivery Schedule (If Any):

Quoted Payment Terms:

Quoted Warranty Terms (If Any):

Quoted Additional Terms and/or Conditions:

**SUPPLIER AUTHORIZED REPRESENTATIVE**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_