

REQUEST FOR QUOTATION (THIS IS NOT AN ORDER)			
1. REQUEST NO. VIXDCLERK19-0003	2. DATE ISSUED 08/26/2019	3. REQUISITION/PURCHASE REQUEST NO. VIXDCLERK19-0012	NOT USED
5a. ISSUED BY Shaneka Carter District Court of the Virgin Islands Ron deLugo Federal Building 5500 Veterans Drive Suite 310 St. Thomas,, VI 00802-6424		6. DELIVER BY (date) See Line Items	
5b. FOR INFORMATION CALL (NO COLLECT CALLS)		7. DELIVERY <input type="checkbox"/> FOB DESTINATION <input checked="" type="checkbox"/> OTHER <i>(See Schedule)</i>	
NAME Shaneka Carter		9. DESTINATION District Court of the Virgin Islands Ron deLugo Federal Building 5500 Veterans Drive Suite 310 St. Thomas,, VI 00802-6424	
8. TO: Furniture Suppliers and Installers		TELEPHONE NUMBER AREA CODE: 340 NUMBER: Ext.: 774-0640	
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5a ON OR BEFORE CLOSE OF BUSINESS (Date) 09/13/2019 05:00:00		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 service. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotation must be completed by the quoter.	

11. SCHEDULE (Include applicable Federal, State and local taxes)

CLIN NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)

Request for Quotations (RFQ)
Order Against Non-Judiciary Contract, Incl. GSA Schedule Lowest Price, Technically Acceptable
Request for Quotation No. SO1-19-0003

It is recommended that all quotations be submitted by using this form, or in a comparable format

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 [X] 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
b. STREET ADDRESS					
c. COUNTY			a. NAME (Type or print)		AREA CODE
d. CITY		e. STATE	f. ZIP CODE	c. TITLE (Type or print)	
					NUMBER

Supplies or Services and Prices/Costs

CLIN NO.	Supplies or Services	Quantity	Unit of Issue	Unit Price	Extended Amount
0001	Room Number: 318 Location: Magistrate Judge Conference Room Description: Wood/Laminate conference table with eight (8) conference chairs w/arms	1	Each		

CLIN NO.	Supplies or Services	Quantity	Unit of Issue	Unit Price	Extended Amount
0002	Room Number: 368 Location: Clerk's Office Conference Room Description: Wood/Laminate conference table with eight (8) conference chairs w/arms	1	Each		

CLIN NO.	Supplies or Services	Quantity	Unit of Issue	Unit Price	Extended Amount
0003	Description: Double Retraceable Power Center for conference tables	2	Each		

CLIN NO.	Supplies or Services	Quantity	Unit of Issue	Unit Price	Extended Amount
0004	Room Number: 311 Location: Financial Services Description: Frosted Framed Glass Tile in Stacking Frame	2	Each		

Extended Description:Note- Should be compatible with current furniture

CLIN NO.	Supplies or Services	Quantity	Unit of Issue	Unit Price	Extended Amount
0005	Shipping FOB Destination and Installation	1	Each		

Applicable Clauses

T.1 The following clauses are incorporated by reference if marked (X):

- Clause 1-15 Disclosure of Contractor Information to the Public (AUG 2004)
 Clause 2-35 F.o.b. Destination, Within Judiciary's Premises (JAN 2003)
 Clause 2-130 Energy Efficiency in Energy-Consuming Products (APR 2013)
 Clause 2-135 IEEE Standard for the Environmental Assessment of Personal Computer Products (APR 2013)
 Clause 6-85 Commercial Computer Software License (APR 2013)
 Clause 6-105 California E-Waste Fee (APR 2013)
 Clause 7-30 Public Use of the Name of the Federal Judiciary (JAN 2003)
 Clause 7-35 Disclosure or Use of Information (APR 2013)
 Clause 7-115 Availability of Funds (JAN 2003)
 Clause 7-130 Interest (Prompt Payment) (Jan 2003)
 Clause 7-140 Discounts for Prompt Payment (JAN 2003)
 Clause 7-235 Disputes (JAN 2003)

B-5 Clauses Incorporated by Reference

OCT 2010

This procurement incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address:

<http://www.uscourts.gov/procurement.aspx>.

(END)

Representations, Certifications and Other Statements of Offerors or Respondents

3-5 Taxpayer Identification and Other Offeror Information

APR 2011

(a) *Definitions*

"Taxpayer Identification (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a social security number or an employer identification number.

(b) All offerors shall submit the information required in paragraphs (d) through (f) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

(c) The TIN may be used by the government to collect and report on any delinquent amounts arising out of the offeror's relationship with the government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to payment recording requirements, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(d) *Taxpayer Identification Number (TIN):*

TIN has been applied for.

TIN is not required, because: _____

Offeror is a nonresident alien, foreign corporation or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

Offeror is an agency or instrumentality of a foreign government;

Offeror is an agency or instrumentality of the federal government.

(e) *Type of organization:*

sole proprietorship;

partnership;

- corporate entity (not tax-exempt);
 corporate entity (tax-exempt);
 government entity (federal, state or local);
 foreign government;
 international organization per-26 CFR 1.6049-4;
 other _____.

(f) Contractor Representations

The offeror represents as part of its offer that it is , is not , 51% owned and the management and daily operations are controlled by one or more members of the selected socio-economic group(s) below:

Women Owned Business

Minority Owned Business (if selected, then one sub-type is required)

Black American Owned

Hispanic American Owned

Native American Owned (American Indians, Eskimos, Aleuts, or Native Hawaiians)

Asian-Pacific American Owned (persons with origins from Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Japan, China, Taiwan, Laos, Cambodia (Kampuchea), Vietnam, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru)

Subcontinent Asian (Asian-Indian) American Owned (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal)

Individual/concern, other than one of the preceding.

(END)

Instructions to Offerors or Respondents

B-1 Solicitation Provisions Incorporated by Reference

OCT 2010

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this address:

<http://www.uscourts.gov/procurement.aspx>.

(END)

P-1 Submission and Evaluation of Quotes

This is a request for [**GSA Schedule**] pricing.

All items should be quoted F.o.b. Destination (*F.o.b. Destination, Within Consignee's Premises*)

Quotes may be faxed, e-mailed, or handcarried to the Issue Office identified in Block 5A of the SF-18 by the date and time indicated in Block 10, and should be directed to the attention of **Shaneka Carter**.

A firm fixed price award will be made on the basis of lowest priced, technically acceptable offer. Delivery is desired within (TBD) days after receipt of order (ARO).

Quotes as well as any questions concerning this RFQ should be addressed to: **Shaneka Carter, 5500 Veterans Drive, Ste. 310, St. Thomas, VI. 00802, Telephone: 340-774-0460, Facsimile Number: 340-775-8075, and E-Mail Address: procurement@vid.uscourts.gov.**

The Delivery Address for this purchase will be: ***District Court of the Virgin Islands, Ron deLugo Federal Building and US Courthouse, 5500 Veterans Drive, Ste. 310, St. Thomas, VI. 00802***

T-2 _____ The following provisions are incorporated by reference if marked (X): _____

____ Provision 2-100 Brand Name or Equal (APR 2013)

____ Provision 2-85C Evaluation of Options Exercised at Time of Contract Award (JAN 2003)