

PEACE CORPS/LIBERIA
Overseas Request for Quotation (RFQ)

Date: September 10, 2025

RFQ Number: 25-669-129

Peace Corps/Liberia has a need for acquiring, installing and configuring a **20 KVa Diesel generator**. 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 complete quotation or signed Attachment 1—Vendor Quotation Form by e-mail to:

Name: Director of Management and Operations
Address: Peace Corps Liberia
E-mail: lr-dmo@peacecorps.gov

Quotations are due no later than **12:00pm on Friday September 19, 2025**. 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

The bidder should provide, install and maintain (during the warranty period) a 20 KVa Diesel Generator as follows:

- The generator will be installed minimizing vibration on the ground (Anti-vibrations Mounts are preferred)
- An exhaust pipe system will be installed and directed outward the generator room (approx. 3 to 5 m)

Technical criteria

The vendor should include technical documentation for the proposed Materials. The information provided will serve as the basis for evaluating the quotation. The award may be given to a supplier that has provided the technically acceptable quote at the lowest price, or to a supplier other than the supplier that provided the cheapest quote, if it is determined that the supplier has provided a better value quote to the Peace Corps considering technical and cost factors.

B. TECHNICAL SPECIFICATIONS FOR GENERAL CONSTRUCTION

Requirement

1. For each material described above, the supply must be completed with **reference** while ensuring compatibility between them.
2. All proposed materials must be new and packaged and ensured to be genuine in brand and manufacturer.
3. Materials proposed must have a mark certifying it is certified by at least one of the following standards:
 - **FCC:** Federal Communications Commission (FCC) is a certification mark employed on electronic products manufactured or sold in the United States.
 - **IC:** Industry Canada (IC) is essentially Canada's equivalent to the Federal Communications Commission (FCC).
 - **CE:** The Conformité Européenne (CE) Mark is defined as the European Union's (EU) mandatory conformity marking for regulating products either manufactured, imported or sold into the (EU) market

4. Have a manufacturer's reference to certify its authenticity
5. Have as a warranty one that meets or exceeds the manufacturer's standard warranty

Delivery

If importing into Liberia, the vendor must:

- Transport the equipment to the Peace corps office, Monrovia
- Complete the customs clearance process based on duty exemption approval documents provided to the vendor by the Peace Corps; and
- Complete the necessary importation registration paperwork,

B. Place of Performance

Materials will be supplies to the following location(s):

1. Peace Corps Liberia Kakata
Doe Palace
Liberia

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.

Payment for the supply of these Electrical Materials will be made within 30 after delivery and acceptance of Electrical Materials.

Payment will be made via Electronic Funds Transfer to the bank vendor will supply to Peace Corps.

D. Minimum Criteria:

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

- Quotes must have warranty period stated
- Return of RFQ must be made withing the stipulated time on this RFQ

E. Evaluation Factors:

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

- ☒ Price
- ☒ Delivery Timeframe
- ☒ Payment Terms
- ☒ Warranties
- ☒ Technical Specifications of the Electrical Materials
- ☒ Past Performance/Reference Checks

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 1 – VENDOR QUOTATION FORM

RFQ Number: 25-669-129

Vendor/Company Name: _____

Authorized Representative:

Name: _____

Position/Title: _____

Phone Number: _____

E-mail Address: _____

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

Item	Description	Model/Type	Quantity	Unit cost	Amount
001	20KVa Diesel Generator		1		
002	Installation				
003					
004					

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: _____