



CONSULATE GENERAL OF THE
UNITED STATES OF AMERICA

U.S. Consulate General
Istanbul-Turkey

Feb 1, 2021

To: Prospective Bidders

Subject: Request for Quotations number 19TU4621Q1000

Enclosed is a Request for Quotations (RFQ) to "Daily meal delivery service to Consulate and CGR". To submit a quotation, follow the instructions in the attached document. Complete the required portions 23 and 24 of the attached document, and submit to the address shown on the Standard Form 1449 (Attachment1)

The U.S. Consulate General Istanbul intends to award a contract/purchase order to the responsible company submitting an acceptable quotation at the lowest price, subject to funds availability. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so. The quote should be submitted in TRY.

**Quotation are due by 16.00 February 15, 2021 to the following e-mail address;
okcuoglusx@state.gov by filling the SF 1449 form.**

Sincerely,

A handwritten signature in blue ink that reads "Edmund F. Dunstan". The signature is written in a cursive style. There is a faint watermark "Type text here" overlaid on the signature.

Edmund Fleetwood Dunstan
Contracting Officer



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American Consulate of Istanbul kindly requests your assistance in acquisition of daily meal for app. 40 people assigned to US mission for 2 calendar year, starting as of mid Feb 2021.

ITEM: Daily meals for 40 people.

KEY PROPERTIES:

- Meals provided should be of Turkish cuisine.
- Meals should be fresh; and be cooked on the same day of delivery.
- Meals should consist of following:
 1. Main course: must be no less than 300 gr. per serving, containing lamb, beef, chicken or turkey meat no less than 140 gr. of meat inside.
 2. Side course: must be no less than 200 gr. per serving, containing rice, pounded wheat, pasta, noodle
 3. Second Side course: Yoghurt, caciki, pickles or salad.
 4. Soup: must be no less than 400 gr. per serving,
 5. Desert/fruit/drink: an option of a desert (cake, cookie, desert), fruit (banana, apple etc.) or drink (mineral water, coke)
 6. Packaged bread: must include 2 packages per meal set, packed individually, 100 gr per serving.
- Plastic spoon/fork and knife set, wet towels and napkins should be provided with each meal.
- Main course should vary every day, and consist of a meat or chicken course, casserole or similar vegetable course, beans/ peas or a similar course of legumes containing protein.
- Meals should be delivered to the Consulate lower CAC and Upper CAC no later than 11:45 at noon and at 18:00 every day.

ADDITIONAL PROPERTIES:

- Candidate vendor should prepare a sample for the RSO offices review and inspection.



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- Meals should be cooked and packed in a hygienic environment. Provider will accept spot checks.
- Meal packages will be wrapped individually, in a neat and orderly fashion. Soup, desert, fruit and bread will be individually packed in cartoon boxes with plastic lids, separate from the main course and side courses. Each pack should be microwaveable.
- Restaurant should be situated within 5 minutes / 1 km of distance from the Consulate Lower CAC.
- Restaurant should be prepared for an inspection on cleanliness and hygiene.

PAYMENT TERM:

- The payment will be done to the contractor within in 30 days upon receiving the service and invoice.

A copy of the tax exemption card will be given to the contractor during award.

The Agreement may be terminated by written notice, issued by the Government.

This termination may be made for (1) cause, such as failure of Contractor to comply with the terms and conditions of this Agreement, or (2) convenience of the

Government. Government is not required to give advance notice of termination.

Government shall not be responsible for any loss or damage incurred by the Contractor as the result of termination.

The Contractor may terminate this agreement upon ninety (90) days written notice to the

Government.

EVALUATIONS FACTORS:

- Award will be made to the lowest priced, acceptable, responsible quoter. The government reserves to reject quotations that are unreasonably low or high in price.



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- Have the necessary personnel, equipment and financial resources available to perform the work.

SUBMISSIONS:

- Please also provide company registration form and copy of tax registration and food safety certification which required by local law.

- Have an established business minimum 2 years with a permanent address and telephone listing,

- The Government will not reimburse the Contractor for VAT under this contract. The Contractor shall not include a line for VAT on invoices as the U.S. Consulate has a tax exemption certificate with the host government

- “System for Award Management” is one of the requirements working with U.S. Consulate. Instructions will be provided once the company has chosen.

For any questions please contact purchasing agent through e –mail address;
okcuoglusx@state.gov

Offers should be received through above e –mail address before Feb 15th, 2020.