



U.S. MISSION GERMANY  
PROCUREMENT OFFICE

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**ÖFFENTLICHE AUSSCHREIBUNG / PUBLIC ANNOUNCEMENT**

**Purchase of Lobby Furniture**

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Request for Quotation Number PR9758572

The U.S. Consulate General Frankfurt invites you to submit an offer for a firm fixed price for delivery of a cafeteria lobby furniture set according to the attached statement of work

- A. Include any freight surcharges (packing & handling) which may be incurred.
- B. Some suggested models and manufacturers are listed in the solicitation package.  
Items are requested to meet or exceed listed specifications, excepting size and color
- C. Payment terms are to be within 30 days Net after receipt of items and invoice
- D. The deciding factor of the award will be best value

Qualified companies interested in this solicitation shall express their interest by writing or submission of a written offer to the attention of Mr. Mark Wheeler at Einkauf@state.gov, no later than 12 July 2021 using the solicitation number PR9758572 in the subject line.

Final quotations must be submitted by close of business, 26 July 2021

The responsible purchasing agent for this announcement is: Mark Wheeler  
E-Mail: Einkauf@state.gov

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# SCOPE OF WORK

FOR THE NEW CAFETERIA LOBBY FURNITURE  
AT US CONSULATE GENERAL FRANKFURT,  
GERMANY

FACILITY MANAGEMENT

2021

Page 1 of 7

SENSITIVE BUT UNCLASSIFIED

I. GENERAL INFORMATION:

The United States Consulate in Frankfurt requires new furniture for the cafeteria lobby to match the new design of cafeteria renovation.

II. REQUIREMENTS:

DESCRIPTION OF LINE ITEMS: All the line items described below shall comply with the US and/or European Standards.

Line Item	Quantity	Description
1	17 sqm	Wooden Slat Wall Decoration - room-high Wooden slat decoration, room-high, consisting of veneer wooden slats and short spacers of black steel. A 10 cm high base / panel is to be mounted on the floor and ceiling in the same type of wood as the slats. The wall is prefabricated of modules and will be assembled on site. Including assembly of module on wooden panel. Including all fastening and connection material required. Material: wood material with oak veneer surface Veneer direction: vertical (from floor to ceiling) Surface: oiled Fastening: concealed Height: approx. 2.8 m or from top edge floor to bottom edge ceiling Slats: Thickness: 3 cm, Width: 10 cm <i>A sample with at least 5 slats in original cross-section and spacers will be provided. Height of slats approx. 40 cm.</i>
2	1	Round Moss Element (according to drawing D02) Round Ring inner dimension: 1000 mm, External dimension: 1500 mm Planting: Jungle variant with logo light element, diameter 1000mm with plexiglass hood (shining to the front and to the side) Construction depth: 100mm including digital print on the front
3	1	High Table (according to drawing D04) Mod. U-SHAPE W x H x D: 2200 x 1100 x 1000 mm Bracing by metal rod Color: To be selected by the client in accordance with the manufacturer's collection Note: Color must be sampled prior to ordering.
4	1	High Table (according to drawing D05) Mod. U-SHAPE W x H x D: 1800 x 1100 x 1000 mm Bracing by metal rod Color: To be selected by the client in accordance with the manufacturer's collection Note: Color must be sampled prior to ordering.
5	8	Bar Stool (Coneon Fire or equivalent) Seat and back fully upholstered Cover: fabric Fame FA68145 green

		Seat height: 750 mm Frame: 4-legged steel frame powder-coated black Interchangeable glider 122N1
6	2	Lounge Chair (Coneon Soft or equivalent) 1 seat armchair with armrests Cover: Fabric Main Line Flax MLF21 fabric gray Frame: four-legged frame, wood, H12 oak W x H x D: 880 x 740 x 750 mm GS checked
7	2	Lounge Chair (Coneon Soft or equivalent) 1 seat armchair with armrests Cover: Fabric Soft Steelcut 2 950 green Frame: four-legged frame, wood, H12 oak W x H x D: 880 x 740 x 750 mm GS checked
8	1	Lounge Chair (Coneon Soft or equivalent) 1 seat armchair with armrests Cover: Fabric Main Line Flax MLF21 fabric gray Frame: four-legged frame, wood, H12 oak W x H x D: 1500 x 740 x 750 mm GS checked
9	1	Lounge Chair (Coneon Soft or equivalent) 1 seat armchair with armrests Cover: Fabric Soft Steelcut 2 950 green Frame: four-legged frame, wood, H12 oak W x H x D: 1500 x 740 x 750 mm GS checked
10	1	Lounge Table (Coneon Soft or equivalent) 1 stool with table top Cover: Main Line Flax MLF21 fabric gray Frame: four-legged frame, wood, H12 oak Table top: frosted glass W x H x D: 750 x 430 x 750 mm GS checked
11	1	Lounge Table (Coneon Soft or equivalent) 1 stool with table top Cover: Fabric Soft Steelcut 2 950 green Frame: four-legged frame, wood, H12 oak Table top: frosted glass W x H x D: 750 x 430 x 750 mm GS checked

### III. GENERAL REQUIREMENTS:

The Contractor under this SOW will be responsible for demolition, installation, labor, tools, and materials required to carry out all the necessary work to deliver and install the furniture as outlined in this SOW. Consulate staff will arrange an on-site visit for more detail information if needed.

### IV. SCOPE OF WORK – The New Cafeteria Lobby Furniture

Contractor shall provide all materials, supervision, labor, tools and equipment for the new cafeteria lobby furniture. All personnel working in the vicinity shall wear and /or use safety protection while all work is performed. Any questions or injuries shall be brought to the attention of the Post Safety Team and Health Officer (POSHO). Material Safety Data Sheets (MSDS) shall be provided by the Contractor for all HAZMAT materials. Copies will be provided to the COR for approval.

If any discrepancies are found in the existing space that are NOT enclosed under this scope of work, then the contractor must provide the following:

1. Detailed report noting the discrepancy found.
2. Bill of Materials (BOM) to include component name, quantity, part #, and price for any repair material required and material lead time.
3. Price quote for repair or replacement labor.

### SPECIFIC REQUIREMENTS:

A) At a minimum, the following work must be completed for the new cafeteria lobby furniture: (All tasks are to be performed unless otherwise is agreed)

It is requested to have new furniture for cafeteria lobby to match the cafeteria renovation design.

#### Work to be executed:

- Lobby furniture as described will be provided and installed.
- The sprinkler, heating, AC, power, telephone and computer drops will remain the same.
- The light fixtures will be installed.
- Damaged walls and floor to be repaired and refinished to match existing finishes.

### V. CONDITIONS

The contractor is advised that–

- Normal US Consulate working hours are 08:00-16:30hrs Monday – Friday.
- The Principle Contractor who is awarded the project/contract shall be named within this document as the contractor. The contractor shall familiarize him/herself fully with this

specification document and include for all materials, labor and equipment costs to complete the tasks and actions that are specified within this document.

- The Consulate operates strict security procedures for entry into the building, all tradesmen's/women's details shall be provided to the Contracting Officers Representative (COR) a minimum 48 hours before visiting building.
- All of his/her employees shall require security clearance before being allowed to work at the Consulate or Government owned/long term leased properties; to obtain clearance each employee shall complete all required security clearance forms.
- When working within residential buildings the contractor shall ensure that all doors remain closed/locked at all times and ensure the properties are left secure at the end of each working day.
- Security at the residential properties shall be the contractor's responsibility throughout the duration of the project.
- Access to the property is limited and only with agreement by either the occupant or the COR.
- No work shall be started, or materials ordered until the contractor has received a purchase order for the works or has been given notice by the Contracting Officer.
- The costs of additional work performed by the contractor not described in this specification and not approved in writing by the U.S. Government shall be borne by the contractor.
- No work shall be completed on American/German holidays unless by prior arrangement/agreement and at no additional costs to the US Government.
- The contractor is responsible for all site management including all Health & Safety, welfare & first aid facilities, employment/managing/programming of sub-contractors and site security.
- The contractor shall provide the Contracting Officers Representative (COR) with all risk assessments and method statements prior to starting on site.
- The contractor shall provide the COR a detailed program of works mapping each major task, from project start to completion finish.
- It's the contractor's responsibility to ensure that all project tasks specified within the specification/drawings adhere to all HSE guidelines.
- Visually display, all health and safety documents and copy of public liability insurance and project specification/drawings.
- Where the Contractor considers that the execution of any Order for work will, or is likely to, involve any interference with asbestos-based materials, lead, gas piping or storage containers, pipes conveying steam and any other hazardous substances or installations, he shall immediately stop work and forthwith notify the COR who will give the Contractor further instructions.
- The contractor shall request a hot works permit prior to starting any soldering/welding work.
- The contractor shall provide competent a foreman or leading hand on site whilst the project is in progress and he/she shall keep a copy of the specification, visitor log, and necessary Health & Safety logs daily updated, ready for inspection at any time by the "Contracting Officers Representative".

- Only competent skilled tradesmen shall be employed to execute all aspects of the works.
- All work must be executed strictly in accordance with the current Codes of Practice.
- The contractor shall provide a complete Health & Safety/Operations file for completed works, including all operating instructions and service manuals for all appliances, equipment and materials installed, with details of all guarantees. Include all project COSH data sheets for materials within this document.
- Complete recycle program for all materials that are to be karded away.
- All works to be completed in accordance with relevant German/American Standards.
- The contractor is responsible for their own tools at all times and shall provide a lockable tool/material box for their operative's tools and materials if/when required.
- Portables radios or other portable music devices are only allowed at residential buildings if the volume is low and shall not cause any nuisance to neighboring occupants and residents.
- The contractor shall ensure that they familiarize themselves with the technical specification prior to the arranged site visit.
- From notice to proceed the contractor has **12 calendar weeks** to measure, manufacture, install and complete the project.
- The contractor shall keep a clean site and ensure tools & materials stowed in a safe manner.
- No Smoking on premises.

## VI. SAFETY

Contractor and contractor employees must adhere to all US Construction safety including the following:

- Always have a dedicated safety coordinator on site.
- Conduct weekly safety meeting and record minutes and submit minutes to COR
- All workers must wear US required Personal Protection Equipment (PPE) including:
  - o Hard hats
  - o Googles/safety glasses
  - o Safety Shoes
  - o Hearing protection
  - o Protective gloves
  - o Dust masks
  - o Respirators
- Construction safety plan
- Crane operations plan
- Provide all material safety data sheets and ensure copies are available at project site.

#### VII. QUALITY

Once installed, all products shall be checked if fully operational. An approved quality checklist shall be given to the COR after installation. The Government will not be liable for any breakages or damages to materials whilst they are on site and will only accept products once project is completed and snagging completed.

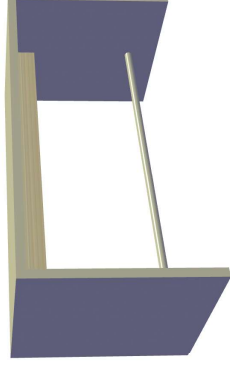
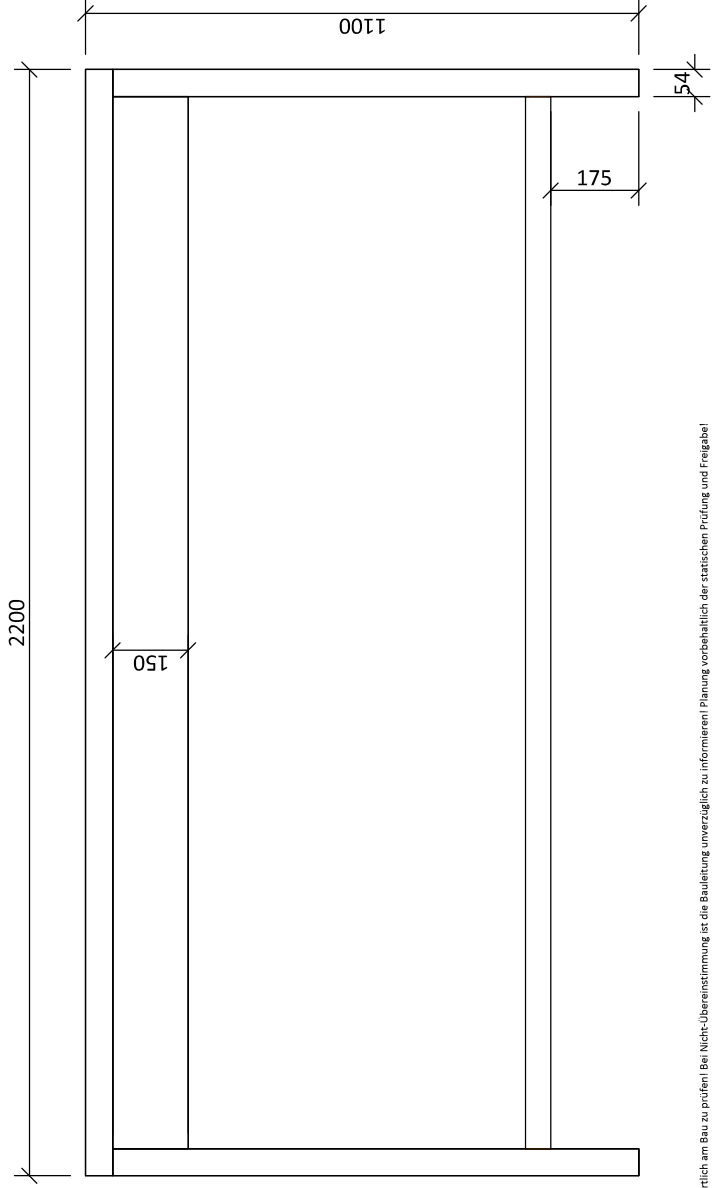
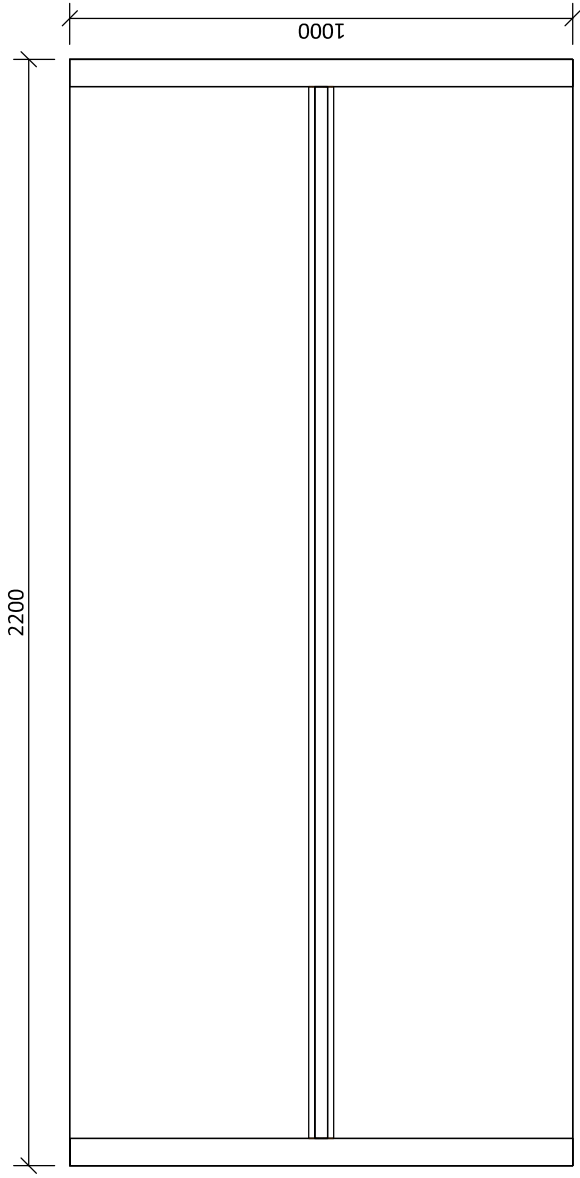
#### VIII. COMPLETION

The contractor shall conduct on site quality checks prior to project completion/acceptance and advise Facility Management Office when product is ready for snagging.

Remove all unused materials and equipment from site.

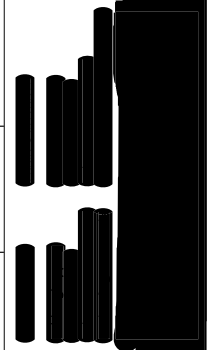


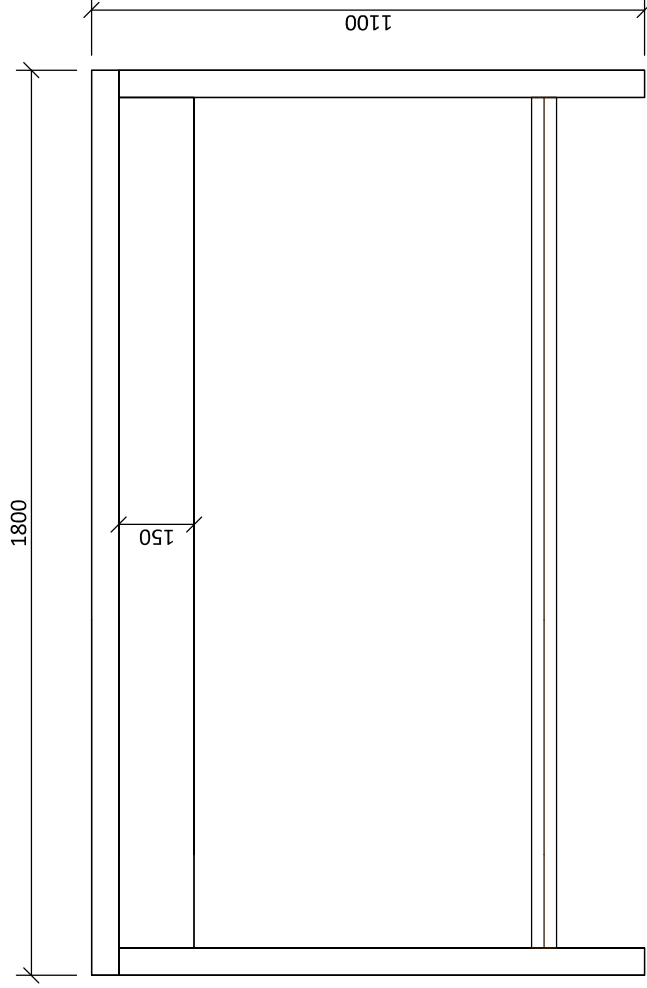
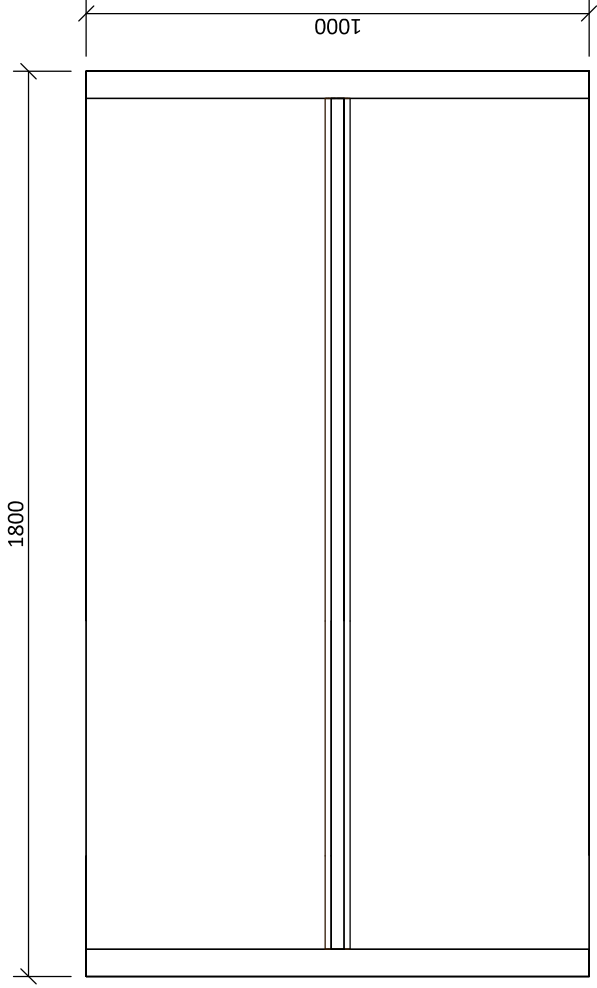




Sonstiges:

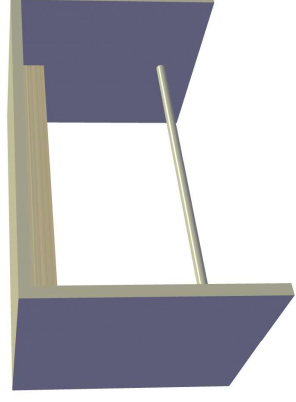
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2138 - 31439	Amerikanisches Konsulat
Plan-Nr.:	Planbezeichnung:
D 04	Stehtisch Lang
Maßstab:	Datum gez.:
M 1:10	17.11.2020
	Datum geb.:
	DS



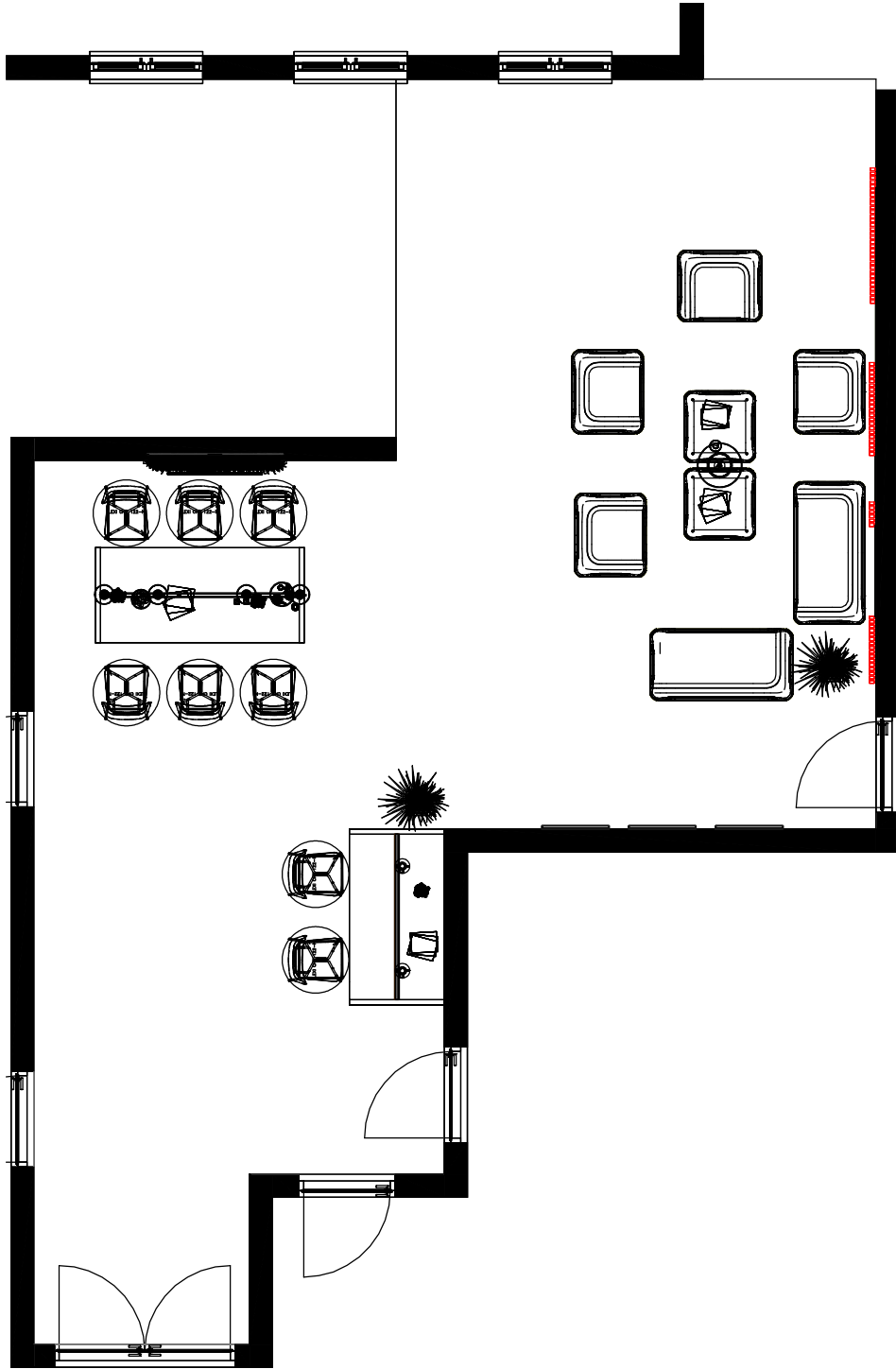


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Alle Maße sind eigenverantwortlich am Bau zu prüfen! Bei Nicht-Übereinstimmung ist die Bauleitung unverzüglich zu informieren! Planung vorbehaltlich der statischen Prüfung und Freigabe!



Sonsiges: Oberflächen Dekor: Weiß		Projekt / KundenNr.: Kunde:	
2138 - 31439		Amerikanisches Konsulat	
Plan-Nr:		Planbezeichnung:	
D 05		Stehtisch Kurz	
Maßstab:		Datum gez.: DS	
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		Datum geb.:	



Sonstiges:

Abbruch

Neubau

Kunde:

Projekt / Kunden-Nr.: 2138-31439 Amerikanisches Konsulat\_FFM

Plan-Nr.:

P 03b Grundriss Flur

Maßstab:

M 1:50

Datum gez.:

02.10.2020

DS

Datum eeg.:

20.10.2020

DS