

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE 1 OF 3 PAGES
2. AMENDMENT/MODIFICATION NO. P0001	3. EFFECTIVE DATE September 30, 2020	4. REQUISITION/PURCHASE REQ. NO. PR9372303	5. PROJECT NO. (If applicable)	
6. ISSUED BY American Embassy Lome 4332, Blvd Eyadema, BP 852 Lome Togo Phone: 228 22 61 54 70 Fax: Fax: 228 22 61 5503/228 22 61 5504	CODE T0400	7. ADMINISTERED BY (If other than Item 6) CODE General Services Office- American Embassy Lome 4332, Blvd Eyadema, BP 852 Lome Togo Phone: 228 22 61 54 70 Fax: Fax: 228 22 61 5503/228 22 61 5504		
8. NAME AND ADDRESS OF CONTRACTOR (NO., street,city,county,State,and ZIP Code)		X	9a. AMENDMENT OF SOLICITATION NO. 19T04020R0001	
			9b. DATED (SEE ITEM 11) Sept 11, 2020	
			10a. MODIFICATION OF CONTRACT/ORDER NO.	
			10b. DATED (SEE ITEM 13)	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<p><input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, <input checked="" type="checkbox"/> is not extended</p> <p>Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment;(b) By acknowledging receipt of this amendment on each copy of the offer submitted; or(c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers.</p> <p>FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.</p>				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)				
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor [] is not, [] is required to sign this document and return ___ copies to the issuing office.				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)				
<p>This purpose of this amendment is to reflect the changes in the following Sections:</p> <ul style="list-style-type: none"> - Section L, Paragraph L.3 is update the to reflect the authorization for Electronic Submission of the offers - Section B, Paragraph B.2.8 is added to reflect the change in the Minimum and Maximum Premiums - Section I, Paragraph I.2, FAR Clause 52.216-19 is modified to reflect the change in the Mininium and Maximum Premiums <p>Accordingly, see next page</p> <p>Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.</p>				
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME OF CONTRACTING OFFICER Christina M. Stegura		
15B. NAME OF CONTRACTOR/OFFEROR BY _____ (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)	16C. DATE SIGNED	

The purpose of this amendment is to reflect:

1. The change in the minimum and maximum premiums in paragraph B.2.8 and I.2
2. The authorization for Electronic Submission of the offers in the section L.3.

Accordingly:

1. Change in the Minimum and Maximum premiums

Section B is modified to add the following paragraph and reflect the total minimum and maximum premiums under this contract:

Section B: Part I- Price – Health Insurance

B.2. Prices

B.2.8 - Minimum and Maximum Amounts

During the Base Year of the contract, and during the option year that might be exercised, the United States Government (USG) shall place orders totaling a minimum of *seventy-five (75) annual premiums*. This reflects the contract minimum guarantee for each period of performance. The amount of all orders, for base and all option years shall not exceed *one-thousand (1,000) annual premiums*. This reflects the contract maximum.

Section I paragraph 2 FAR Clause 52.216-19 is modified to reflect changes in the minimum and maximum amounts as follows:

Section I- Contract Clauses

I.2. FEDERAL ACQUISITION REGULATION (FAR) CLAUSES INCORPORATED IN FULL TEXT

52.216-19 - ORDER LIMITATIONS (OCT 1995)

(a) Minimum order. When the Government requires supplies or services covered by this contract in an amount of less than *seventy-five (75) annual premium*, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) Maximum order. The Contractor is not obligated to honor-

- (1) Any order for a single item in excess of *one-hundred and fifty (150) insurance plans*;
- (2) Any order for a combination of items in excess of *one-thousand (1,000) insurance plans*; or;

(3) A series of orders from the same ordering office within **90 days** that together call for quantities exceeding the limitation in subparagraph (1) or (2) above.

(c) If this is a requirements contract (such as, includes the Requirement clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) above.

(d) Notwithstanding paragraphs (b) and (c) above, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within **seven (7)** days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

(End of clause)

2. Electronic Submission of the offers

Section L: Instructions, Conditions and Notices to offerors

Delete

L.3. DELIVERY OF PROPOSALS AND EXCEPTIONS TO SOLICITATION.

The offeror shall submit the complete offer to the address indicated at Block 7, if mailed, or Block 9, if hand delivered, of Standard Form 33, Solicitation, Offer and Award. Any deviation, exceptions, or conditional assumptions taken with respect to any of the instructions or requirements of this solicitation shall be identified and explained/justified in the appropriate volume of the offer.

Replace with

L.3. DELIVERY OF PROPOSALS AND EXCEPTIONS TO SOLICITATION.

The offeror shall submit the complete offer to the address indicated at Block 7, if mailed, Block 9, if hand delivered, or **Block 10C, if electronically submitting, of Standard Form 33**, Solicitation, Offer and Award. Any deviation, exceptions, or conditional assumptions taken with respect to any of the instructions or requirements of this solicitation shall be identified and explained/justified in the appropriate volume of the offer.