

14 FAM 230

ACQUISITIONS ABROAD

(CT:LOG-49; 11-13-2007)
(Office of Origin: A/LM)

14 FAM 231 GENERAL

(CT:LOG-49; 11-13-2007)

- a. Contracting officers may use their delegated procurement authority to meet acquisition requirements. However, pursuant to DOSAR 601.603-70(a)(1)(i), posts may not enter into cost-reimbursement, fixed-price incentive, or fixed-price redeterminable contracts.
- b. Contracting officer warrants enable post personnel to manage the contractual needs of the day-to-day operations and maintenance of the post. Posts may *also* meet their need for supplies and services by using the acquisition, supply, and transportation resources of the Department. The domestic contracting offices listed in Department of State Acquisition Regulation (DOSAR) 601.603 can purchase a wide range of supplies, services, and construction for posts abroad. These contracting offices are staffed with individuals who are specifically trained and experienced to fulfill unique programmatic requirements. The central location in the United States of most of these contracting offices allows them to employ efficiency and continuity to award contracts for similar programmatic requirements throughout the world, instead of on a fragmented basis at the post level. The Office of Acquisitions Management (A/LM/AQM) is the largest of these offices (encompassing domestic offices as well as Regional Procurement Support Offices (RPSOs) in Frankfurt and Ft. Lauderdale), and has the capability to solicit, award, and administer acquisition instruments for any program office within State (including abroad) of any dollar value. Some A/LM/AQM and RPSO contracting officers have unlimited warrants, whereas all contracting officers abroad have limited warrants.
- c. When purchasing from the United States for programmatic acquisitions, State program office personnel need to work directly with one of the domestic contracting offices when *requesting* U.S. sources. For acquisitions from local sources, if the amount of the acquisition exceeds the post contracting officer's warrant, or if the acquisition is of a complex nature (regardless of dollar value), it may be better managed by a RPSO or domestic contracting activity.

- d. For non-State agencies, the Office of the Procurement Executive (A/OPE) has worked with the other agencies to ensure that they support their own international programs as much as possible, especially for programmatic needs. *The Department has issued* joint guidance with *a number of agencies including* the *Department of Defense (DOD)*, Defense Intelligence Agency (DIA), Foreign Commercial Service (FCS), Defense Logistics Agency/Defense Energy Supply Center (DLA/DESC), *Defense Attache Office (DAO)*, Department of Homeland Security/Customs, *Drug Enforcement Administration (DEA)*, *International Trade Administration (Commerce)*, *Foreign Agricultural Service*, and Center for Disease Control (CDC). All joint cables with other agencies are posted on A/OPE's Intranet site.
- e. Posts may also use the resources of other U.S. Government agencies, including:
- (1) The General Services Administration (GSA);
 - (2) The U.S. Public Health Service (USPHS); and
 - (3) The Defense Logistics Agency (DLA).

14 FAM 232 DEPARTMENT OF STATE RESOURCES

14 FAM 232.1 Office of Acquisitions Management

(CT:LOG-1; 05-27-2005)

The Office of Acquisitions Management (A/LM/AQM) may acquire supplies and services on behalf of posts abroad. A/LM/AQM also provides liaison services between posts and vendors.

14 FAM 232.2 Office of Logistics Operations

(CT:LOG-1; 05-27-2005)

The Office of Logistics Operations (A/LM/OPS) develops and administers the motor vehicle replacement program; coordinates supply support; and manages and operates the Department's consolidated warehouse facility in the Washington DC area to support supply activities.

14 FAM 232.3 Regional Procurement Support Offices (RPSOs) at Frankfurt and Florida

(CT:LOG-14; 01-05-2006)

- a. Regional Procurement Support Offices (RPSOs) at Frankfurt and Florida assist posts abroad with acquisitions from domestic and foreign sources, including the military exchange system. RPSO Frankfurt is a source of medical supplies for all U.S. diplomatic posts and the Peace Corps.
- b. RPSOs are not supply depots and do not maintain stock supplies. A joint RPSO Frankfurt/European Logistical Support Office (ELSO) project maintains a prepositioned stock of certain appliances, equipment and household furniture at ELSO.

14 FAM 232.4 U.S. Despatch Agencies

(CT:LOG-14; 01-05-2006)

The U.S. Despatch Agencies, located in New York, Baltimore, Miami, Seattle, and Brownsville, arrange and expedite surface shipments from the continental United States. Posts may also use Despatch Agencies for air shipments that originate at U.S. Despatch Agency locations. The European Logistical Support Office (ELSO) at Antwerp, Belgium, assists posts in Europe, Africa, the Near East, and South Asia with supplies and management of the transportation of official shipments. ELSO also operates the Expedited Logistics Program (ELP), which prepositions a number of certain appliances, equipment, and household furniture as working capital fund stock inventory for expedited delivery.

14 FAM 233 U.S. GOVERNMENT SOURCES

14 FAM 233.1 General

(CT:LOG-14; 01-05-2006)

Several organizations are identified as the preferred sources for certain types of items. When purchasing items from these sources, you must send copies of the purchase orders or delivery orders to the consignee, Despatch Agent, or SA-7 warehouse with funding for transportation.

14 FAM 233.2 General Services Administration (GSA)

(CT:LOG-14; 01-05-2006)

The General Services Administration (GSA) is the preferred supplier for personal property and nonpersonal services for Federal agencies. GSA makes available a wide range of common-use supply items and services, and is the source for mandatory products manufactured by nonprofit agencies employing people who are blind or severely disabled (known as "NIB/NISH")

and Federal Prison Industries (UNICOR). Through the Federal Supply Schedule Program, GSA centrally contracts for items and services that agencies can order directly from the vendor. The GSA Customer Supply Center carries commonly needed supplies and equipment stocked for issue to all U.S. Government agencies.

14 FAM 233.3 U.S. Public Health Service (USPHS)

(CT:LOG-14; 01-05-2006)

The U.S. Public Health Service (USPHS) Supply Services Center in Perry Point, Maryland, provides medical supply support to posts. The Center's stock of medical items is described in its annual catalog. USPHS also accepts requests for the acquisition of medical items it does not stock.

14 FAM 233.4 Defense Logistics Agency (DLA)

(CT:LOG-14; 01-05-2006)

The Defense Logistics Agency (DLA) and other Department of Defense supply components should be used when feasible to obtain construction and industrial materials. DLA is the source for all Environmental Protection Agency (EPA)-approved pesticides.

14 FAM 234 REQUISITIONING SUPPLIES

14 FAM 234.1 Ordering Supplies through the Office of Logistics Management (A/LM) Stock Program

(CT:LOG-49; 11-13-2007)

- a. The Office of Logistics Operations (A/LM/OPS), through the Washington Distribution Branch, offers the following supply items from its Washington, DC area warehouse:
 - (1) Supplies and equipment for CORE areas only (lithium batteries, copiers/printers, shredders, fax machines, toner cartridges, printer maintenance kits, diskettes);
 - (2) Safe driving award pins; and
 - (3) Safes for both CORE and unclassified areas.

The list of items and prices is available on the A/LM Intranet Home Page.

- b. To order these items, offices should use the A/LM Washington Distribution Branch emergency stock [Web](#) site.

14 FAM 234.2 Ordering Supplies from the General Services Administration (GSA), the U.S. Public Health Service (USPHS), or the Defense Logistics Agency (DLA)

(CT:LOG-49; 11-13-2007)

- a. Offices may place orders for General Services Administration (GSA) supplies and services in *several* ways:
 - (1) By using GSA's on-line shopping service, GSA Advantage! (™). GSA Advantage! also provides access to items under the Federal Supply Schedule Program. GSA Advantage! can be accessed on the Internet. GSA Advantage! also accepts the U.S. Government-wide purchase card;
 - (2) *By sending an e-mail through GSA's Global Supply Catalog. Just answer a few short questions on the e-mail ordering form that are required for identification, then list the items to order. A copy of the order will be sent electronically. The e-mail ordering form is accessible on the Internet from the GSA Global Supply Catalog site; or*
 - (3) *By faxing an order to GSA Global Supply at (800)856-7057 or DSN 991-2697 at any time of the day or night. Order forms are found at the back of the catalog. GSA Global Supply will send an order confirmation number for each fax order. The confirmation number can be used for tracking purposes. You may pay using the Government purchase card or by establishing an activity address code.*
- b. Offices may place orders for supplies offered by the U.S. Public Health Service (USPHS) or the Defense Logistics Agency (DLA) by submitting a requisition directly to those agencies.
- c. Copies of supply orders should be sent to the consignee, Despatch Agent, or SA-7 warehouse with funding for transportation.

14 FAM 235 THROUGH 239 UNASSIGNED