

SECTION 3 NON-ALTERNATING - SPECIAL AGENCY PROVISIONS

3-1. General.

TSPs may file non-alternating, agency specific offers as identified below. Non-alternating offers will apply specifically to those Federal agencies/locations identified below and will not alternate with any other accepted offer. By submission of a rate offer under this RFO Section 3, the submitting TSP agrees to the following terms and conditions applicable to a specific agency. The offer is also subject to the provisions as set out in this RFO and the provisions of the HTOS, supplements thereto and reissues thereof (RFO Section 2-4).

3-2 Department Of Veterans Affairs (VA) – Domestic (DVADC)

TSPs submitting offers in accordance with RFO Section 3-2, may file offers applicable between the points specified in RFO Section 5-2 and identified as Agency Specific Codes in RFO Section 5-1.

3-2.1. Released Valuation.

In lieu of released value as provided for in Item 190-1 of the GRT, supplements thereto and reissues thereof, all domestic VA shipments shall be released at \$6.50 with a maximum TSP liability of \$117,000.00 applicable to both shipments in transit and SIT. Except as noted otherwise, the remaining provisions of Item 190-1 will apply. There will be no additional cost to the VA for this level of service during transit or SIT. The storage liability charge does not apply for the basic released value.

3-2.2. Excess Released Value.

3-2.2.1. Transportation.

In the event the employee declares a value greater than the base valuation of \$6.50 for domestic shipments, times the net weight of the shipment in pounds, a Full Value Protection Service Shipment Charge of \$0.85 per \$100 will apply on that portion of the valuation declared in excess of domestic shipments released value of \$6.50 times the weight or \$117,000.00 whichever is less.

3-2.2.2. Storage-In-Transit.

In the event that the employee declares a value greater than \$6.50 times the net weight of the shipment in pounds, a storage liability charge of \$0.18 per \$100 will apply on that portion of the valuation in excess of \$6.50 per pound released value or \$117,000.00 whichever is less.

3-2.3. Weight Variance.

In lieu of the weight variance of 115% as provided for in Section 2-7.12 of this RFO, all VA domestic shipments shall be subject to a 110% weight variance.

3-2.4. Rate Basis.

By submission of a rate offer under RFO Section 3-2, the TSP must have the ability to self-pack, load, and haul 85 percent or greater of VA interstate (including Alaska) and intrastate shipments. This is defined as a TSP who can contain a movement of property within its own operational capabilities without recourse to another TSP.

3-2.5. Volume.

The VA is estimating that the volume of domestic shipments under this RFO is 1,150 shipments.

3-3 Department Of Veterans Affairs (VA) – International (DVADC)

TSPs submitting offers in accordance with RFO Section 3-3, may file offers applicable between the points specified in RFO Section 5-2 and 5-3 and identified as Agency Specific Codes in RFO Section 5-1.

3-3.1. Released Valuation.

In lieu of the TSP liability at \$5.00 as provided for in the RFO Sections 2-7.5.2 and 2-7.5.3, all international VA shipments shall be released at \$8.50 with a maximum TSP liability of \$153,000.00 applicable to both shipments in transit and SIT. There will be no additional cost to the VA for this level of service during transit or SIT. The storage liability charge does not apply for the basic released value.

3-3.2. Excess Released Value.

3-3.2.1. Transportation.

In the event the employee declares a value greater than the base valuation of \$8.50 for international shipments, times the net weight of the shipment in pounds, a Full Value Protection Service Shipment Charge of \$0.85 per \$100 will apply on that portion of the valuation declared in excess of international shipments released value of \$8.50 times the weight or \$153,000 whichever is less.

3-3.2.2. Storage-in-Transit.

In the event that the employee declares a value greater than \$8.50 times the net weight of the shipment in pounds, a storage liability charge of \$0.18 per \$100 will apply on that portion of the valuation in excess of \$8.50 per pound released value or \$153,000.00 whichever is less.

3-3.3. Weight Variance.

In lieu of the weight variance of 115% as provided for in Section 2-7.12 of this RFO, all VA international shipments shall be subject to a 110% weight variance.

3-3.4. Volume.

The VA is estimating that the volume of international shipments under this RFO is 40 shipments.

3-4. Department of State (DOS) – International (DOSDC)

3-4.1. General

TSPs submitting offers in accordance with RFO Section 3-4, may file offers applicable between the points specified in RFO Section 5-2 and 5-3 and identified as Agency Specific Codes in RFO Section 5-1. DOS is only accepting corporate level TSPs. All bookings and matters related to this RFO will be handled at the corporate level. Corporate may select origin agents as they see fit.

3-4.1.1. Shipment Reporting

1. All TSPs offering rates will be required to provide shipping details to include weights and pieces within seven calendar days from the day after the shipment is picked up. Reports should reach the DOS office via e-mail to: TTMContracts@state.gov. In addition, a copy of the shipping details must be provided to by the ITGBL Forwarder to all parties involved: the destination agent, the employee, Despatch Agency, and the Post GSO. DOS will periodically provide each TSP a list of e-mail addresses for all embassy and consulates. Our agency reserves the right to discontinue tendering any services if the TSP does not reports under these provisions.

2. For all shipments the TSP must provide their selected local agent to the booking counselor within 24 hours from the time the initial booking was received. If services are being performed within the US the local agent must have a valid SCAC designated for the specific address of the agent performing the service. This can not be a corporate SCAC that is used for all branches of a particular company.

3-4.1.2 Weight Variance

In lieu of the weight variance of 115% as provided for in Section 2-7.12 of this RFO, all international shipments shall be subject to a 110% weight variance.

A copy of the premove survey must be submitted to the booking counselor and ALMArchive@state.gov, Subject line of the email must contain Work Order (BOL) number, shipment type, last name of the employee and "Premove Survey".

3-4.1.3 Storage in Transit charges

Where storage and warehouse handling charges apply based on location of warehouse where storage in transit service is provided SIT rates to use are those of the destination point shown again on the GBL rather than the actual point of storage.

3-4.2. Household Goods

The percentage (%) cited in the submitting TSP's offer for the surface HHG represents a single-factor rate based on the Base-Line Rates specified in Section 2-7.2.2.6 per 100 pounds net weight including full replacement value TSP liability as defined in HTOS, Section 10 and RFO Section 3-4.6. The application of rates from/to the international point for the surface HHG shipment shall be based on the net weight of the shipment in pounds. Minimum weight is 1,000 pounds.

HHE that is sent by air should be billed at the filed rate for UAB. UAB guidelines concerning minimum billable weight, air fuel surcharge and option to bill for dimensional weight apply.

3-4.2.1. Services included in rate

1. Packing, including use of packing containers and materials from origin to destination, and unpacking. Shipping containers and packing materials furnished by the TSP will remain the property of the TSP. All liftvans must be of new wood and in compliance with the ISPM#15 Standard.
2. Servicing of appliances, except third party service.
3. Export and import documentation services involving customs clearances.
4. Removal and placement of each article in the residence/warehouse or other building.

5. Elevator, stair and excessive distance carry, piano/organ carry and/or heavy or bulky item charge
6. Ferry, tunnel and bridge charges/tolls.
7. The first 30 Days of SIT and all associated SIT charges are inclusive of the filed rates.
8. All rate offers solicited for the DOS must incorporate the following accessorial services:
 - ATC Charges
 - All long carry charges at origin
 - All long carry charges at destination
 - All stair carries
 - One-time elevator charge
 - All charges associated with heavy or bulky items, to include piano/organ.
 - All charges for shuttle service
 - Crating up to \$250 (any amount above this must be approved by DOS)
 - All charges associated with the pick up from Mini Storage facilities
9. All land, water, and air transportation, **EXCEPT** 3-4.2.2. Below:

3-4.2.2. Services excluded from rate

1. Air fuel surcharges and Bunker Fuel Charges are authorized on the condition that supporting documentation is sent to **ALMArchive@state.gov**; Subject line of the email must contain the Work Order #, Last name of employee and document type (OBL or AWB).

The following require pre-approval for payment

2. Storage, waiting time and/or handling charges caused by failure of the origin GBLIO/RTO to furnish acceptable custom documents or by refusal of customs officials to clear shipment will be billed at charges provided in HTOS, Section 17 when performed by TSP. When such services are performed by a third party, billing will be at the actual cost charged to the TSP, supported by paid third party invoices when reference applicable rate schedules and/or tariffs when charges are assessed in accordance with such publications.
3. Any Government or public authority ordered charges for inspection, disinfestation, decontamination, fumigation or demurrage or other charges occasioned by such orders not the fault of the TSP.
4. Servicing of articles requiring services of third parties.
5. When an article cannot be picked up or delivered from a residence by the conventional method (doorways, stairs, elevator to floor) or the structural nature of the residence must be changed to accommodate a pickup or delivery (removal of windows, doors, etc), the TSP, upon approval by the RTO will be authorized third party service. This exception is directed at the pickups and deliveries from high rise apartment buildings and is not intended to be used for minor hoisting and lowering, such as 1st floor balconies in apartments and single family dwellings.
6. Port congestion surcharges, War and Security Surcharges
7. Additional land transportation charges for shipments picked up or delivered from or to storage-in-transit;
8. The cost of purchasing Special motorcycle containers (Clip-Lok) plus the cost of shipping in the USA will be reimbursed to the TSP. Any additional labor to assemble and load the motorcycle into the crate will not be approved.

3-4.3. Transit Times on International Shipments For HHE, CNS and POV .

In lieu of the transit times identified in Section 12 of the HTOS, the following criteria shall be used for determining international required delivery dates (RDD) on DOS shipments to and from the United States and foreign countries:

Country	R D D	Country	R D D	Country	R D D
AFGHANISTAN	60	GERMANY	59	NORWAY	55
ALBANIA	66	GHANA	61	OMAN	62
ALGERIA	60	GREECE	66	PAKISTAN	74
ANGOLA	75	GRENADA	56	PALAU	60
ARGENTINA	62	GUATEMALA	58	PANAMA	58
ARMENIA	61	GUINEA-BISSAU	61	PAPUA NEW GUINEA	73
AUSTRALIA	75	GUYANA	61	PARAGUAY	62
AUSTRIA	59	HOLY SEE	45	PERU	61
AZERBAIJAN	60	HONDURAS	58	PHILIPPINES	75
AZORES	60	HONG KONG	64	POLAND	59
BAHAMAS	45	HUNGARY	56	PORTUGAL	60
BAHRAIN	59	ICELAND	52	QATAR	59
BANGLADESH	77	INDIA	74	ROMANIA	66
BARBADOS	45	INDONESIA	73	RUSSIA	59
BELARUS	66	IRAN	60	RWANDA	75
BELGIUM	56	IRAQ	60	SAUDI ARABIA	61
BELIZE	58	IRELAND	57	SCOTLAND	60
BENIN	61	ISRAEL	61	SENEGAL	61
BERMUDA	45	ITALY	56	SERBIA	66
BOLIVIA	60	JAMAICA	45	SIERRA LEONE	75
BOSNIA - HERZEGOVINA	54	JAPAN	63	SINGAPORE	71
BOTSWANA	61	JORDAN	61	SLOVENIA	59
BRAZIL	60	KAZAKHSTAN	75	SLOVAK REPUBLIC	60
BRUNEI	75	KENYA	75	SOMALIA	65
BULGARIA	66	KOREA	67	SOUTH AFRICA	75
BURKINA FASO	75	KOSOVO	57	SPAIN	59
BURUNDI	75	KUWAIT	59	SRI LANKA	74
CAMBODIA	73	KYRGYZSTAN	60	SUDAN	60
CAMEROON	75	LAO PEOPLE'S DEMOCRATIC REP	73	SURINAME	61
CAPE VERDE	60	LATVIA	56	SWAZILAND	60
CENTRAL AFRICAN REPUBLIC	75	LEBANON	61	SWEDEN	55
CHAD	75	LESOTHO	60	SWITZERLAND	60
CHILE	62	LIBERIA	60	SYRIAN ARAB	61

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				REPUBLIC	
CHINA	75	LIBYA	60	TAIWAN	64
COLOMBIA	61	LITHUANIA	66	TAJIKISTAN	60
CONGO	75	LUXEMBOURG	56	TANZANIA	75
COSTA RICA	56	MACEDONIA	60	THAILAND	73
COTE D'IVOIRE	60	MADAGASCAR	75	TOGO	60
CROATIA	56	MALAWI	75	TRINIDAD AND TOBAGO	51
CUBA	45	MALAYSIA	71	TUNISIA	56
CYPRUS	66	MALI	61	TURKEY	70
CZECH REPUBLIC	59	MALTA	46	TURKMENISTAN	75
DENMARK	55	MARSHALL ISLANDS	60	UGANDA	75
DJIBOUTI	61	MAURITANIA	61	UKRAINE	75
DOMINICAN REPUBLIC	45	MAURITIUS	60	UNITED ARAB EMIRATES	62
EQUADOR	51	MEXICO	48	UNITED KINGDOM	57
EAST TIMOR	60	MICRONESIA	56	URUGUAY	60
EGYPT	60	MOLDOVA, REPUBLIC OF	60	UZBEKISTAN	75
EL SALVADOR	58	MONGOLIA	60	WESTERN SAMOA	60
EQUATORIAL GUINEA	60	MONTENEGRO	60	VENEZUELA	61
ERITREA	60	MOROCCO	59	VIET NAM	73
ESTONIA	55	MOZAMBIQUE	60	YEMEN	75
ETHIOPIA	75	MYANMAR	67	ZAIRE	75
FIJI	73	NAMIBIA	61	ZAMBIA	75
FINLAND	55	NEPAL	77	ZIMBABWE	75
FRANCE	56	NETHERLANDS	56		
GABON	61	NEW ZEALAND	74		
GAMBIA	60	NICARAGUA	56		
GEORGIA	56	NIGER	75		
		NIGERIA	75		

3.4.3.1 Transit Times on International Shipments for UAB and HHE by air

Required delivery dates for UAB and HHE by air shipments is 18 Days. If HHE by air is authorized rates will be calculated based on UAB rates.

3.4.3.2 Transit Times on International Shipments

Required delivery dates for shipments going between international locations are limited to 60 days. This RDD will be adjusted as historical data becomes available to validate and adjustment.

3.4.3.3 Calculating Transit Times

Transit times will be calculated from the last day of pick up until the shipment is available for deliver. Transit time will not include the time between the request for permission from post to forward shipment

and the response to send shipment. Request to forward shipment to post must be made within three business days after pack out is completed.

Shipments that are going to miss the RDD must have a Missed RDD form sent into the GBL Issuing office and TTMContracts@state.gov. Contact the DOS Tender Administrator for a copy of the Missed RDD Form. A monthly report will be provided to all ITGBL providers listing total shipments completed within the calendar year and RDD statistics. Forwarders will have 10 days from receipt of this report to rebut any shipments that were completed within the month prior to receiving the report.

3-4.4. Application of International Rates for Specific Cities within South Africa and Brazil

TSPs submitting offers in accordance with RFO Section 3-4, may file offers applicable to and from specific points within the country of South Africa and Brazil, as identified below. City codes are identified in RFO Section 5-3.

South Africa	-Capetown, Durban, Johannesburg, Pretoria,
Brazil	-Brasilia, Rio De Janeiro, Recife, Sao Paulo,

3-4.5. Released Valuation –International.

3-4.5.1. Transportation.

In lieu of the TSP liability at \$5.00 as provided for in the RFO Sections 2-7.5.2 and 2-7.5.3, the TSP must offer surface shipments being released at a base value of \$8.50 times the net weight of the shipment in pounds for total losses and replacement and repair cost of items missing or damage. All other provisions of Section 10 of the HTOS and this RFO will apply. There will be no additional cost to the DOS for this level of service during transit or SIT. The storage liability charge does not apply for the basic released value.

3-4.6. Excess Released Value.

3-4.6.1. Transportation.

In the event the employee declares a value greater than the base valuation of \$8.50 times the net weight of the shipment in pounds, a Full Value Protection Service Shipment Charge of \$0.85 per \$100 will apply on that portion of the valuation declared in excess of shipments released value of \$8.50 times the weight.

3-4.6.2. Storage-in-Transit.

In the event that the employee declares a value greater than \$8.50 times the net weight of the shipment in pounds, a storage liability charge of \$0.18 per \$100 will apply on that portion of the valuation in excess of \$8.50 per pound released.

3-4.8. International Volume.

The DOS is estimating that the volume of shipments under this RFO is 7,000 shipments.

3-4.9 Forms required for the exportation of POV

Exhibit 1 List of Forms

Exhibit 2 Power of attorney format

3-5. Department of State (DOS) – Domestic (DOSDD)

3-5.1. General.

TSPs submitting offers in accordance with RFO Section 3-4, may file offers applicable between the points specified in RFO Section 5-2 and identified as Agency Specific Codes in RFO Section 5-1.

3-5.2. Released Valuation – Domestic.

In lieu of the TSP liability at \$5.00 as provided for in the RFO Sections 2-7.5.2 and 2-7.5.3, the TSP must offer shipments being released at a base value of \$6.50 times the net weight of the shipment in pounds. All other provisions of Section 10 of the HTOS and this RFO will apply. There will be no additional cost to the DOS for this level of service during transit or SIT. The storage liability charge does not apply for the basic released value.

3-5.3. Excess Released Value.

3-5.3.1. Transportation.

In the event the employee declares a value greater than the base valuation of \$6.50 times the net weight of the shipment in pounds, a Full Value Protection Service Shipment Charge of \$0.85 per \$100 will apply on that portion of the valuation declared in excess of shipments released value of \$6.50 times the weight.

3-5.3.2. Storage-in-Transit.

In the event that the employee declares a value greater than \$6.50 times the net weight of the shipment in pounds, a storage liability charge of \$0.18 per \$100 will apply on that portion of the valuation in excess of \$6.50 per pound released.

3-5.4 Application of Rate Offers.

All domestic rate offers solicited for the DOS must incorporate the following accessorial services:

- ATC Charges
- All long carry charges at origin
- All long carry charges at destination
- All stair carries
- One-time elevator charge
- All charges associated with heavy or bulky items, to include piano/organ.
- All charges for shuttle service
- Crating up to \$250 (any amount above this must be approved by DOS)
- All uncrating
- Extra labor, long carry and all charges associated with Mini-storage.
- All Surcharges or Security fees associated with ocean portion of Alaska Moves
- Ferry, tunnel and bridge charges/tolls.

3-5.6. Domestic Volume.

The DOS is estimating that the volume of shipments under this RFO is 1,500 shipments.

3-5.7. Storage In Transit (SIT)

Service providers are required by the DOS to bill all SIT charges based on the destination listed on the GBL, not the actual SIT location. DOS is instructing the carrier that any shipment placed in SIT outside the 50-mile radius will be considered SIT at carriers convenience (HTOS 7-4.4.2). Under the HTOS, carriers are required to place shipments within a 50-mile radius of the destination unless the issuing office authorized in writing SIT over 50-miles from the destination shown on the GBL.

(Special) Special Services that apply to two or more Sections

3-5.8. Billing through Department of State Domestic and International

Power Track Participation

TSPs submitting offers under RFO Section 3-5 must participate with Power Track. Questions regarding Power Track usage/participation may be forwarded to State Dept.

3-5.9 Excess weight charges Domestic and International.

Our agency will issue a bill of lading and any other shipping document with all charges billed directly to the agency. The government will pay the total charges and the employee will reimburse the Government for the cost of transportation and other charges applicable to the excess weight. (Ref: 41 CFR 302-7-200)

3-5.10. Shipment of Boats/Kayaks/Canoes – Domestic and International

DOS will not authorize the shipment of boats/kayaks/canoes. These items are defined as an open craft of a size that can accommodate an individual(s) to sit in it. The TSP must refuse the shipment of boats/kayaks/canoes. Acceptance of boats/kayaks/canoes renders the TSP solely responsible for all handling costs.

3-5.11. Packed By Owner Domestic and International

TSPs must ensure that packing lists do not include any items listed as “packed by owner (PBO)” or “contents unknown.” Such descriptions are an immediate flag for close attention by Customs and Transportation Security Agency Officials, who could place shipments on hold pending search, which will

severely delay delivery. If company encounters a PBO they must open the box, inspect the contents, assume liability, provide a detail description on the inventory and mark it packed by carrier.

3-5.12. Shipment Tracking Domestic and International

All TSPs offering rates for international DOS shipments must have a secure Internet website where travelers can track the status of their personal effects. Access must be password controlled and available only to traveler and/or its agency.

3-5.13. Claims Report Domestic and International and DOSBG

At the end of each tender cycle the TSP is required to submit a Claims report showing all claims paid during that tender period on all DOS shipments. Contact the DOS Tender Administrator to receive an electronic copy of this report.

3-5.14. Staffing Requirement Domestic, International and DOSBG

All TSPs must use trained personnel qualified in their assigned duties in packing and or handling of personal property. TSPs personnel must include at least one employee that is fluent in English at origin and or destination services. TSP personnel must also be fluent in language of foreign country.

3.5.15 Move Management Services and Rates

DOS is not soliciting move management rates for DOSDC, DOSDD or DOSBG.

3-6. Department of State (DOS) – International (DOSBG)

3-6.1. General.

The Dept of State is soliciting warehouse to door rates through the ITGBL program for household goods and privately owned vehicle, UAB are excluded. TSPs submitting offers in accordance with RFO Section 3-6, may file offers applicable between the origin location of the ELSO warehouse, located in Antwerp, Belgium (DOSBG) and applicable CONUS locations specified in this RFO Section 5-2, and identified as Agency Specific Codes in RFO Section 5-1. TSPs filing rates for international country to CONUS moves must be an approved TSP in CHAMP-I and must have received approval through GSA for the countries as part of the TSPs approved scope of operations. DOS is only accepting corporate level TSPs. All bookings and matters related to this RFO will be handled at the corporate level. Corporate may select origin agents as they see fit

3-6.1.1. Shipment Tracking

Reserved for future use.

3-6.1.2. Shipment Reporting

All TSPs offering rates will be required to provide shipping details to include weights and pieces within seven calendar days from the day after the shipment is picked up. Reports should reach the DOS office via e-mail to: despatch_agency_elso@state.gov, ALMArchive@state.gov and ttncontracts@state.gov.

In addition to shipping detail reports on each individual shipment the TSP must provide a Status Tracking report weekly to: ttncontracts@state.gov. To obtain an electronic copy of this report please contact the DOS Tender Administrator. Our agency reserves the right to discontinue tendering any services if the TSP does not reports under these provisions.

3-6.1.3. Packing/Unpacking Requirements

Shipments originating from the warehouse in Antwerp, Belgium location have been previously packed, crated and inventoried. Therefore, no additional packing requirements are required for TSPs. If an item requires repacking or recrating, the TSP must contact the Dept. of State representative to obtain

approval. Justification and requests must be made in writing to the Dept of State. It will be at the agency's discretion to allow repacking or re-crating.

3-6.1.4. Packing List / Inventory

The warehouse in Antwerp, Belgium will provide a packing list identifying the shipment contents to the TSP. If a shipment does not contain a packing list, the TSP should contact the Dept. of State representative to obtain proper paperwork to clear customs.

3-6.1.5. Loading Requirements

TSPs will be responsible for the through movement of the shipment from its origin warehouse location to destination.

3-6.1.6. Billing through Department of State

All billing for these services must be submitted to the Despatch Agency ELSO in accordance with the billing address listed on the GBL. Questions and inquiries concerning billing may be addressed to despatch_agency_elso@state.gov.

3-6.2. Household Goods

The percentage (%) cited in the submitting TSP's offer for the surface HHG represents a single-factor rate based on the Base-Line Rates specified in Section 2-7.2.2.6 per 100 pounds net weight. The application of rates from/to the international point for the surface HHG shipment shall be based on the net weight of the shipment in pounds. Minimum weight is 1,000 pounds.

3-6.2.1. Services included in rate

1. Unpacking. Shipping containers, crates, and packing materials furnished by the warehouse will remain the property of the TSP. All liftvans must be in compliance with the ISPM#15 Standard.
2. Export and import documentation services involving customs clearances.
3. Removal and placement of each article in the residence/warehouse or other building.
4. Elevator, stair and excessive distance carry, piano/organ carry and/or heavy or bulky item charge
5. Ferry, tunnel and bridge charges/tolls.
6. All rate offers solicited for the DOS must incorporate the following accessorial services:
 - All long carry charges at destination
 - All stair carries
 - One-time elevator charge
 - All charges associated with heavy or bulky items, to include piano/organ.
 - All charges for shuttle service
 - All uncrating
 - Extra labor
 - Extra labor, long carry and all charges associated with Mini-storage.
7. All land, water, and air transportation, **EXCEPT:**

3-6.3. Services excluded from rate

1. Storage, waiting time and/or handling charges caused by failure of the origin GBLIO/RTO to furnish acceptable custom documents or by refusal of customs officials to clear shipment will be billed at charges provided in HTOS, Section 17 when performed by TSP. When such services are performed by a third party, billing will be at the actual cost charged to the TSP, supported by paid third party invoices when reference applicable rate schedules and/or tariffs when charges are assessed in accordance with such publications.
2. Any Government or public authority ordered charges for inspection, disinfestation, decontamination, fumigation or demurrage or other charges occasioned by such orders not the fault of the TSP.
3. Servicing of articles requiring services of third parties.
4. When an article cannot be delivered to a residence by the conventional method (doorways, stairs, elevator to floor) or the structural nature of the residence must be changed to accommodate a delivery (removal of windows, doors, etc), the TSP, upon approval by the RTO will be authorized third party

service. This exception is directed at the deliveries from high rise apartment buildings and is not intended to be used for minor hoisting and lowering, such as 1st floor balconies in apartments and single family dwellings.

5. Air fuel surcharges and Bunker Fuel Charges are authorized on the condition that supporting documentation is sent to ALMArchive@state.gov; Subject line of the email must contain the Work Order #, Last name of employee and document type (OBL or AWB).
6. Port congestion surcharges, War and Security Surcharges.

3-6.4. Transit Times.

In lieu of the transit times identified in Section 12 of the HTOS, shipments handled under this RFO Section 3-6 shall adhere to the transit times of 45 days between the warehouse in Antwerp, Belgium and CONUS destinations. Dept. of State may waive the transit time and penalty at their discretion.

Shipments that are going to miss the RDD must have a Missed RDD form sent into the GBL Issuing office and ttmcontracts@state.gov. Contact the DOS Tender Administrator for a copy of the Missed RDD Form.

3-6.5. Released Valuation.

3-6.5.1. Transportation.

In lieu of the TSP liability as provided for in the RFO Sections 2-7.5.2 and 2-7.5.3, the TSP must offer surface shipments being released at a maximum value of \$500. Under the provisions of this tender of service, the TSP is to settle any small claims related to the Household Goods or POV shipment in the amount of \$500.00 US dollars or less. Any claims exceeding that amount can be referred to DOS for processing under the Military and Civilian Claim Act of 1964 as amended. All other provisions of Section 10 of the HTOS and this RFO will apply.

3-6.5.2. Missing Items.

Missing items will be handled in accordance with the provisions of HTOS Section 10, with the direction of the Dept. of State.

3-6.6. Estimated Volume.

The DOS is estimating that the volume of shipments under this RFO is 1,000 shipments.

Exhibit 1

THE FOLLOWING DOCUMENTS MUST BE PROVIDED TO THE TSP BY THE TRAVELER PRIOR TO
PICKUP OF THE POV:

1. A front and back copy of the title OR a certificate of origin
(Forwarder will have a copy of the CFR 192.2 should U.S. Customs ask for the original title)
2. The original lien release (if the title shows a financial institution)
3. If the name on the title or lien is different than the name on the GBL attach a copy of the marriage certificate.
4. The Government Bill of Lading (GBL)
5. A copy of the passport
6. A copy of the applicable travel authorization or travel order
7. Two copies of a power of attorney; one must be a notarized original copy (use the generic power of attorney form attached)
8. A copy of a valid driver's license
9. A completed Form JF 49 (State Department form) prepared by the employee. This form contains the required information on POV and pickup location)

Note to Transportation Counselor and Employee: All documents must be in the possession of the freight forwarder at least ten (10) calendar days prior to the pickup date

Note to Forwarder: If ALL documents are not received from the employee at least 10 calendar days prior to the pickup date, immediately notify the counselor and Operations Management at Transportationquery@state.gov that the POV pickup must be cancelled. The employee will provide all of the POV documents to the forwarder except for the JF 49. The employee will provide the JF 49 to the Transportation Counselor

EXPORT POWER OF ATTORNEY

DATE _____

I hereby name and appoint _____

(Type or Print Name)

of _____ to be my lawful attorney-in-fact to act on my behalf to conduct all transactions necessary with the U.S. Customs Service in the proper exportation of the below stated vehicle which is described as

YEAR MAKE MODEL COLOR BODY

IDENTIFICATION NUMBER

TITLE NUMBER

and to do all things necessary to ensure compliance with all requirements pursuant to section 192 of the Customs Regulations.

X

Signature of Owner

Owner's Name - Type or Print

Signature of Co-Owner

Co-Owner's Name - Type or Print

Home Address of Owner

City/State/Country

Zip Code

Sworn to and subscribed before me this _____ day of _____ 20__

Signature of Notary Public

COMMISSION EXPIRES

Personally Known _____

Produced Identification _____

Type of Identification _____

(NOTARY STAMP)