

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 GRT, STB HGB 415-G, 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 Tracking

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 it's agency.

3-4.1.2. 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: daily_tender_reports@state.gov. In addition, a copy of the shipping details must be provided to the pertinent embassy or consulates where the shipment is destined. DOS will periodically provide each TSP a list of e-mail addresses for all embassy and consulates.

3-4.1.3. Document Security

All TSPs are to refrain from the practice of asking travelers for a copy of his/her travel passport or driver's license in conjunction with country customs clearances. Only under extraordinary circumstances and as requested in writing by a given country or customs office should an actual copy of the passport or driver's license be requested.

3-4.1.4. Staffing Requirement

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

3-4.1.5. Packed By Owner

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.

3-4.1.6. Shipment of Boats/Kayaks/Canoes

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.

3-4.1.7. Powertrack Participation

TSPs submitting international offers under [RFO Section 3-4](#) must participate with Powertrack. Questions regarding Powertrack usage/participation may be forwarded to State Dept.

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.

3-4.2.1. Services Included.

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 and unservicing of appliances, except third party service.
3. All land, water, and air transportation, **EXCEPT** as identified in A and B.
 - A. Services that DOS will not authorize are listed below:
 - Additional land transportation charges for shipments picked up or delivered from or to storage-in-transit;

- UAB surcharges;
- Port congestion surcharges, and/or war risk surcharges (also known as security surcharges) for areas not affected by war.

B. Services that DOS may authorize, at the discretion of the agency, include the items listed below:

- War and security surcharges for areas affected by war, at the discretion of the agency;
- Bunker fuel surcharges. Charges must be separately stated on the GBL/CBL and supported by prorated paid ocean TSP invoices of the actual amount

4. Export and import documentation services involving customs clearances.
5. Removal and placement of each article in the residence/warehouse or other building.
6. Hoisting or lowering of an article.
7. Elevator, stair and excessive distance carry, piano/organ carry and/or heavy or bulky item charge (except Item 5 in Section 3-4.2.2.)
8. Ferry, tunnel and bridge charges/tolls.

3-4.2.2. Services Excluded.

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 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.
5. Shipments picked up or delivered to a mini warehouse, which involve a carry in excess of 100 feet between the TSP vehicle and the outside entrance door of the actual storage area, the RTO may authorize an excessive distance carry charge as defined in the HTOS, Section 17.

3-4.3. Application of Transit Times on International Shipments.

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 between the United States and foreign countries:

- For transit times 56 days or higher, subtract 10 days to establish the new RDD, except for the new lanes added to this RFO as identified in [RFO Section 3-4.5](#).
- Transit times for country to country moves shall be 60 days, unless otherwise directed by the State Dept.

3-4.4. Application of International Rates for Specific Cities within China

TSPs submitting offers in accordance with [RFO Section 3-4](#), may file offers applicable to and from specific points within the country of China, as identified below. City codes are identified in [RFO Section 5-3](#).

Beijing
Chengdu
Guangzhou
Shanghai
Shenyang

3-4.5. Application of International Rates for Additional International Countries.

TSPs submitting offers in accordance with RFO Section 3-4, may file offers applicable to and from additional countries, as identified below. Country codes are identified in RFO Section 5-3. TSPs filing rates for international moves must be an approved TSP in CHAMP-I and must have received approval through GSA for the countries identified below as part of the TSPs approved scope of operations.

Afghanistan
Azerbaijan
Cape Verde
Equatorial Guinea
Estonia
Gambia
Grenada
Guinea-Bissau
Holy See
Kyrgyzstan
Latvia
Lesotho
Liberia
Macedonia
Marshall Islands
Moldova
Mongolia
Niger
Palau
Rwanda
Sao Tome/Principe
Swaziland
Tajikistan

3-4.6. Released Valuation –International.

3-4.6.1. 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. 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.

3-4.7. Excess Released Value.

3-4.7.1. 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.

3-4.7.2. 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 1,200 shipments.

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.

Effective with this RFO, 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 and uncrating charges up to \$250 (any amount above this must be approved by DOS)
- All uncrating
- Extra labor and all charges associated with Mini-storage.

3-5.5. Shipment of Boats/Kayaks/Canoes – Domestic

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.

3-5.6. Powertrack Participation – Domestic

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

3-5.7. Domestic Volume.

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