

NOTE 1: The award of this RFQ will be based on Best Value: price, delivery, terms and conditions.

NOTE 2: IMPORTANT: Acceptance by the contractor of any order resulting from this RFQ constitutes agreement of all of the terms and conditions of Keystone Shipping Co., a copy of which is available at [.keyship.](#) and click Document and Forms.

NOTE 3: ENVIRONMENTAL: Keystone is committed to Environmental Stewardship. As an approved vendor, we ask our suppliers to strive to reduce waste in their company operation, and to package our orders in a safe and environmentally sensitive manner.

In accordance with the EPA requirements of 2008, do not supply any cleaners and/or detergents for any purpose containing phosphates to our vessels. Only phosphate free and non-toxic soaps and detergents should be supplied.

NOTE 4: Materials being delivered which require a material safety data sheet will not be accepted without (MSDS) included with delivery.

NOTE 5: Keystone Shipping Co. is certified to the standard of the ISM Code, ISO 9000 and ISO 14001. Safety in all phases of our operation is our primary business objective – no harm to persons and no harm to the environment. Keystone's various policies and procedures relative to safety, quality, and the environment support our primary business objective.

As an approved contractor, your representatives aboard will be expected to conduct themselves in a safe and professional manner, and will, at the direction of the vessel representatives, be required to perform their work in a manner consistent with our policies.

NOTE 6: TRAVEL & TRAVEL RELATED EXPENSES: Travel (+ taxes), meals shall be reimbursed at the government rate for the city traveled. Use of personal vehicle shall be reimbursed at the government rate. Automobile rental, if required, shall be reimbursed for a compact or intermediate size car only. Please refer to: [.gsa.gov/](#) to verify current per diem rates.

The contractor shall include the terms and the above clauses, including this paragraph, in subcontracts, with U.S. Domestic Subcontractors awarded under this contract.