

**Document Type:** Request for Proposal (RFP)

**Action Code:** P = Presolicitation Notice/Procurement

**Date:** 10/14

**Year:** 14

Department of State, Bureau of Western Hemisphere Affairs, American Embassy Canada

**Contracting Office Zip Code:** 20522

**Classification Code:** G007 – Social – Government Health Insurance Programs

**NAICS Code:** 524114 – Direct Health and Medical Insurance Carriers  
524113 – Direct Life Insurance Carriers

**Contracting Office Address:**

U.S. Embassy Ottawa/GSO Procurement  
490 Sussex Drive  
Ottawa, Ontario K1N 1G8

**Subject:** Health & Life Insurance for LES Employees for U.S. Embassy Canada

**Proposed Solicitation Number:** SCA52514R0001

**Opening and Closing Date:** Not Applicable (N/A)

**Contact point or Contracting Officer.**

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**Description:**

Please note the solicitation is not ready to be issued as of this date. The requirement is to provide health, dental, life and long term disability (LTD) insurance services to locally hired employees of the United States Mission in Canada. The specific health, dental, life and LTD coverage as well as the group of employees to include estimated number of employees and eligible dependents who shall be provided with the insurance services shall be described in the actual RFP.

Anticipated performance is for one base period of twelve months and four one-year periods at the option of the Government. All responsible sources may submit an offer, which will be considered.

The Government plans to issue the solicitation on the FedBizOpps during the month of October 2014. Please see the RFP for the actual response date.

No electronic offers or proposals will be accepted.

**Place of Contract Performance:** Ottawa, Ontario, Canada

**Note:** For this procurement action, prospective offerors must be registered within the Central Contractor Registration (CCR) which is now under System for Award Management (SAM). Refer to the following link for details on the registration process: <http://www.sam.gov>