



United States Embassy
Narcotics Affairs Section – NAS
Carrera 45 No.24B-27 Bogotá, D.C. COLOMBIA
Embassy phone: (571) 275-2203 Embassy fax: (571) 275-2007

December 28, 2012

To: Prospective Quoters

Subject: Request for Proposals SCO150-13-R-N009

Enclosed is a Request for Proposals (RFP) for hotel rooms in Tumaco. If you would like to submit a quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document (specifically, fill in the SF 1449 and Section 1 of the solicitation document; provide a hotel brochure and two years' worth of financial statements per page 15 of the solicitation document; and complete the areas identified in green on pages 24, 26, 27, and 28 of the solicitation document), and submit the entire package to the address shown on the Standard Form 1449 that follows this letter OR by email to storysw@state.gov.

Please pay particular attention to the part in green on page 8 of the solicitation document. The Contractor will need to be registered in the US Government SAM system. Steps for registration are included in this section. If you have any questions about this, please email storysw@state.gov.

If you have any questions about the solicitation, please submit those by email to storysw@state.gov by January 14, 2013 at or before 2:00pm. All interested vendors will receive the responses to any questions received after that time.

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Quotations are due by January 28, 2013 at or before 2:00pm.

Sincerely,

Susan W. Story
GSO/NAS Contracting Officer

Enclosure