



*Embassy of the United States of America
Bogotá, D.C., Colombia
GSO/ Contracting Unit*

August 1, 2014

To all Prospective Offerors:

Subject: Solicitation number S-CO200-14-R-0005 for Parking Lot B Repair

The Embassy of the United States of America invites you to submit a proposal for the Parking Lot B repair at the U.S. Embassy, Bogotá, located at Carrera 45 No. 24B-27.

If you are interested in submitting a proposal on this project, read the instructions in Section L of the attached Request for Proposals (RFP).

If you intend to submit a proposal, you should thoroughly examine all documents contained in the contract solicitation package. The Embassy intends to conduct a site visit (see L.6, 52.236-27) and hold a pre-proposal conference. All prospective offerors who have received a solicitation package are invited to attend. ***The conference will be held at US Embassy-Bogota, Carrera 45 No. 24B-27, on August 14, 2014 at 1000 hours, local time. Please provide names in full and ID numbers (cedula de ciudadanía) via e-mail by close of business on August 12, 2014.***

Submit any questions you may have concerning the solicitation documents in writing by close of business on August 22, 2014. Responses will be sent in writing to all contractors on our list of interested parties. Questions received after this date will not be considered.

Your proposal must be submitted in a sealed envelope marked "***Quotation Enclosed***" to Benjamin L. Coburn, General Services Office, Carrera 45 #22D-45 on or before ***September 4, 2014 at 1600 hours, local time.*** No proposal will be accepted after this time. You are encouraged to confirm receipt of your proposal by contacting either Hernando Castillo, Procurement Supervisor at 275-2291 or Miguel Guataqui, Procurement Agent at 275-2649.

Complete the OFFER portion of the Standard Form 1442, including all blank spaces, and have the form signed by an authorized representative of your company, or the proposal may be considered unacceptable and may be rejected.

Note: In order for a proposal to be considered, you must submit/present your proposal in English and also complete and submit the following:

1. SF-1442 blocks 14 through 20C
2. Section B and Attachment 2, Proposal Breakdown by Divisions;
2. Section K, Representations and Certifications;
3. Bar Chart illustrating sequence of work to be performed;
4. Additional information as required in Section L.

The contract will be a firm fixed price contract, with no adjustment for any escalation in costs or prices of labor or materials. Each offeror will be responsible for determining the amount of labor and materials that will be required to complete the project, and for pricing its proposal accordingly.

Please be advised that each offeror is responsible for furnishing complete information to its subcontractor and suppliers, such as details and quantities required by the drawings and specifications. Subcontractors and suppliers should not be referred to the Embassy or the Architect for determining the amount or quantities of materials required.

The construction completion time is seventy-five (75) calendar days after the issuance of the Notice to Proceed – NTP. In the event of an unauthorized or unexcused delay in completing the project, liquidated damages in the amount of Col P\$1,200,000.00 per calendar day will be assessed until substantial completion of the project is achieved.

The Contracting Officer reserves the right to reject any and all proposals and to waive any informality in proposals received. In addition, the Embassy reserves the right to establish a competitive range of one or more offerors and to conduct further negotiations concerning price and other terms before awarding the contract, or to award without discussions.

For clarification purposes, we are including information on the local equivalent in Colombia of the bonds required in the United States in Section H "Special Contract Requirements". Two (2) days after contract award, contractor is required to submit the following bonds, as stated in Section G of the Solicitation:

Social Security: All workers and subcontractors who are employed on the project should be registered with a Social Security System, which includes an E.P.S. (Health Entity) and an A.R.P. (Professional Risk Administration Company), and that they are up to date with the respective payments. The contractor should likewise take on responsibility for any damages or prejudices which might result from the said activity. The contractor should submit copies of payment tables during the first seven days of the month to the Facilities Engineer.

The Contracting Officer reserves the right to reject any and all proposals and to waive any informality in proposals received. In addition, the Embassy reserves the right to establish a competitive range of one or more offerors and to conduct further negotiations concerning price and other terms before awarding the contract, or to award without discussions.

Bonds: All policies, which are stipulated for these works, should be signed by the legal representative. The policies should name the American Embassy, NIT 800.090.823-1, as the beneficiary. The full cost of all policies will be borne by the contractor, who should always submit the payment receipt for the respective premiums. The required policies are listed below.

1. **Compliance Policy.** Amounting to 30% of the value of the contract and with validity equal to the contract term plus two months.
2. **Wage payment and social benefits policy.** Amounting to 30% of the value of the contract with validity equal to the contract term plus three years. The Social benefits policy will not be necessary if a certification is issued swearing that all staff and personnel are duly

registered in a social security scheme, covering accidents, death, hospitalization, and accidental death.

3. **Contractual and extra contractual liability insurance policy.** Amounting of 40% of the value of the contract and with validity equal to the contract term plus two months.
4. **Work quality and stability.** Amounting to 50% of the value of the contract and valid for three (3) years after completion of the work.

Please direct any questions regarding this solicitation to Benjamin L. Coburn by letter or by e-mail at CoburnBL@state.gov or by telephone at 275-3806 during regular business hours.

Sincerely,

A handwritten signature in black ink, appearing to read 'Benjamin L. Coburn', written in a cursive style.

Benjamin L. Coburn
Contracting Officer
U.S. Embassy - Bogota