



**U.S. EMBASSY SANTO DOMINGO**

**GSO/Procurement Unit**

Av. República de Colombia No.57, Alto de Arroyo Hondo, Santo Domingo, D.N.

Dominican Republic

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June 06, 2016

Subject: **Request for Quotations (RFQ)**  
**Order Number: SDR86016M0521**  
**Conference Room Ground Floor Renovation**

Dear Prospective Offeror/Quoter:

The American Embassy Santo Domingo, Dominican Republic, invites your company to submit quotations under full and open competition procedures for the following Ground Floor Renovation:

No.	Description	Qty	Unit
1	GROUND FLOOR CONFERENCE ROOM RENOVATION PROJECT	1	each
2	2ND FLOOR OFFICE SET UP (RADIO ROOM)	1	each

Service delivery shall be made to the American Embassy Santo Domingo Warehouse, located at Av. República de Colombia No.57, Altos de Arroyo Hondo, Santo Domingo, D.N. for all vendors.

The quotations **must** be submitted in English, via email to [santodomingoprocurement@state.gov](mailto:santodomingoprocurement@state.gov), marked **RFQ#SDR86016M0521**, ~~no later than 1600hrs local time, on Thursday, Jun 17, 2016.~~

Above date has been extended to **no later than 1600hrs local time, on Wednesday, Jun 29, 2016.** A site visit will be held on **Wednesday Jun 22 at 10:00 AM**

The U.S. Government is conducting this acquisition using Simplified Acquisition procedures as outlined in the Federal Acquisition Regulation (FAR), Part 13

The U.S. Government intends to award a Purchase Order, to the responsible offeror submitting the lowest quotation which is technically acceptable. You are encouraged to make your quotation competitive. You are also cautioned against any collusion with other potential offerors with regard to price quotations to be submitted. The RFQ does not commit the American Embassy to make any award. The Embassy may cancel this RFQ or any part of it at any time. The Contracting Officer reserves the right to reject any and all quotations and to waive any information, or minor irregularities in quotations received.

Please direct any questions regarding this Request for Quotations to: [santodomingoprocurement@state.gov](mailto:santodomingoprocurement@state.gov)

**STATEMENT OF WORK  
(SOW)  
CONFERENCE ROOM RENOVATION PROJECT**

**1. INTRODUCTION**

On the request of the Management Section, the United States Embassy in Santo Domingo has been directed to procure the construction services for the renovation of a Conference Room.

- 1.1 The work consists of, but is not limited to, the following: consolidating three (3) conference rooms into one medium size Conference Room. The contractor has to follow the layout and specifications provided. The demolition work consists of existing sheetrock walls and dismantling the granite counter top, cabinets, soundproof panels, wooden wall base and rubber baseboards that must be carefully removed for reuse. The contractor must proceed to repair all walls affected by the demolition. One of the three doors will be removed and closed with drywall fire rated partitions and plywood (5/8" thick). Including renovation of lighting and electrical system, HVAC registries ceiling tiles, carpet tiles, complete painting of the area and final cleaning.
- 1.2 The Contractor shall complete all work, including furnishing all labor and materials required under this contract for renovation of the Conference Room. The price offered shall include all labor, materials, overhead (including cost of Workers' Compensation and Liability Insurance, which shall not be a direct reimbursement) and profit. The contractor shall provide all materials to be used in this project, with the exception of the ceiling tiles, rubber baseboards, carpet tiles and its glue and sound proof panels. All materials purchased for this project need to be previously inspected before arrival. The Contractor is responsible to provide the transport, tools and submission of workers ID'S and electrical installation experience of each worker. The Contractor shall provide minimum 2 year warranty.
- 1.3 All prices are in local currency and the US Government will make payment in local currency.

**1.4 EXECUTION**

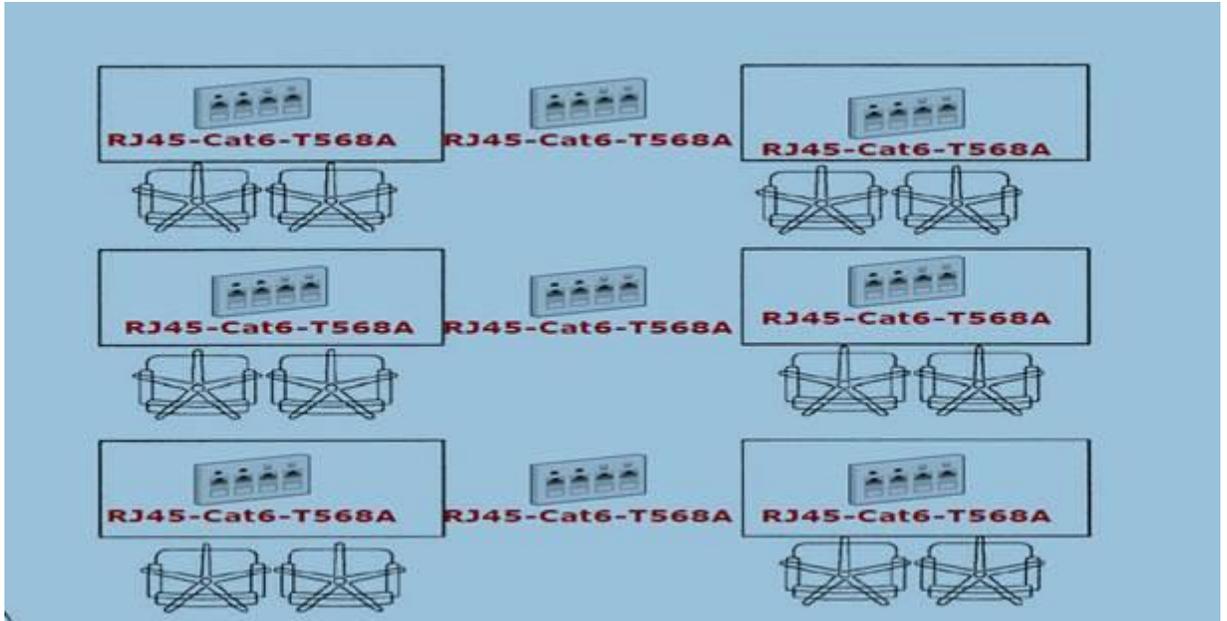
- 1.4.1 **Removal.** The Contractor shall remove all soundproof panels, the wooden base from the wall, the granite counter tops from the two (2) smaller conference rooms (see layout) and the cabinets from underneath, as well as all rubber baseboards from the walls to be demolished. They must be removed carefully in other to avoid any damages.
- 1.4.2 **Electrical and Data work.** The Contractor shall be responsible of removing and relocating all electrical, data and phone outlets and connections in the

existing partition walls and floor. New electrical outlets, light switches and data and phone connections need to be installed as indicated in the drawings. All the electrical lines and power conduits must be located inside the drywall partitions and within the floor. The TV's outlets and connections will be removed and all lines will be relocated and determined by the drawings. The contractor is responsible for all electrical and data materials and labor to be used in this project, as specified by the Electrical Engineer and the Telecomm Engineer in the drawings. The Contractor has to fulfill the requirements of NFPA 70 for the complete execution of this project. Cables must be THHN no. 12 USA. Install conduits from junction box located in the middle of the room going to the south wall. Conduit must be not less than ¾ inch and must be EMT. Install Junction Box near the wall. Junction box should not be less than 10 X 10 X 4. The breakers for each circuit are to be G.E and match with breakers panels inside the electrical room.

1.4.3 **TVs.** The TV's outlets and connections will be removed and all lines will be relocated except for one TV that will remain as is (see drawings). Behind the screen of the projector one TV will be installed and a smart board, using the connections from the wall to be demolished as well as a VGA line, HDMI, audio, video and power connections must be installed. All connections and wires must be inside the wall and through the ceiling. The smart board's manual will be provided for installation and specs.

1.4.4 **Data and telephone outlets and wiring.** A total of 27 lines of Cat6 Systemax cable will be installed in the floor, enclosed in sealed receptacles. The wiring should be done through the floor in pipes, go into the wall, to the ceiling, and on the data rails to be terminated in existing modular patch panels located in the North Telecom closet. Out of the 27 outlets, 9 jacks should be of color solid orange and wired with cable of the same color, 9 others should be of color solid green wired with a like colored wire, and the rest of the jacks (9) should be of color solid blue and wired with same color wires. Refer to the table below for the specification of the wiring standard and graphical guide to be used, as well as the outlet types, model and manufacturer.

Item name	Wiring standard	Part number	Manufacturer
CAT 6 SL 110 JACK	TIA/EIA-568A	1375055-5	AMPTE Connectivity
Faceplate triple	TIA/EIA-568A	2111009-3	AMPTE Connectivity



- 1.4.5 **Demolition work.** The Contractor shall demolish the dividing drywall wall partitions between the three (3) conference rooms (2 walls in total). After the demolition is completed the remaining intersecting walls need to be repaired and smoothed, the rubber baseboard needs to be completed in those walls.
- 1.4.6 **Ceiling Tiles.** Since three (3) rooms are now consolidated into one, the ceiling tiles need to be slightly modified to be adequate for the new layout and will have to be adapted to look like a continuous ceiling; the dimensions will be verified on site. Post will supply the ceiling tiles and all existing tiles will be reused, the metal support will be provided by the Contractor. There is a screen that comes from the ceiling that needs to be relocated. The contractor is responsible of this movement and to adjust the ceiling tiles in order to fit the screen frame.
- 1.4.7 **Lighting, Smoke Detectors, Occupancy sensors and projector and screen.** The lighting, smoke detectors, occupancy sensors and projector of the offices will be all uninstalled and relocated per the drawing. Since three (3) spaces will be consolidated, the screen and projector need to be centered within the new space as specified in the drawings.
- 1.4.8 **HAVC Diffuser, thermostats and Fire Sprinklers.** The Contractor shall leave in place the Fire Sprinklers Head, Fire Alarm and thermostats. After the Ceiling tile reconfiguration the HVAC supply diffuser and return grills must be relocated to the closest ceiling tile space, it should not affect the fire sprinkler head and lighting (see drawing).

- 1.4.9 **Doors.** The Contractor will remove one of the three existing doors (according to the layout) and will proceed to close down the opening with fire rated drywall of 5/8" thickness and in between the drywall panels, install fire rated plywood, similar to the drywalls demolished. The removal of the door and glass frame next to it must be done so carefully to avoid any damage to them, as they will be reused in another location.
- 1.4.10 **Paint.** When the final work is completed, the area must be painted in the color determined by the COR or Facilities Architect. Inside the Conference Room and outside where the door was removed, that entire wall must be painted.
- 1.4.11 **Carper tiles.** As with the ceiling tiles, the carpets will have to be modified as well to fit the new layout. Post will provide the carpet tiles and glue and all existing carpet tiles in good condition will be reused. The carpets in bad condition will be replaced.
- 1.4.12 **Cleaning.** The Contractor shall clean and prepare surfaces for follow on work according to the drawings. The Contractor shall ensure that during construction there are measures for control of unnecessary noise, dust and other contaminants. Also, the contractor shall ensure that personnel will observe safety measures in accordance with local regulations and norms.
- 1.4.13 **Additional work.** The contractor shall install the removed door into a new office on the second floor of the compound. This work will include, removing the existing door of the office and expanding the opening on the drywall to fit the new door and glass partition and relocating the Fire Alarm of the wall. Repair the wall, paint and final cleaning as required above.
- 1.4.14 **Other.** Contractor personnel shall not wander outside of the work area at any time, and they will be escorted at all times. The contractor will be responsible to remove prior approval of the Contracting Officer Representative (COR) all furniture that may be disrupting their work and put it back in place later on. They are responsible to cover and protect all equipment to avoid any damages.

**END OF STATEMENT OF WORK**

**NOTE SMARTBOARD Information:**

<http://www.touchboards.com/smart/sb685ix2/?Source=googleshopping&gclid=CO3W1Z3fuMACFaTm7AodolcA2Q>

The model is a **SMARTBOARD SB685ix2**

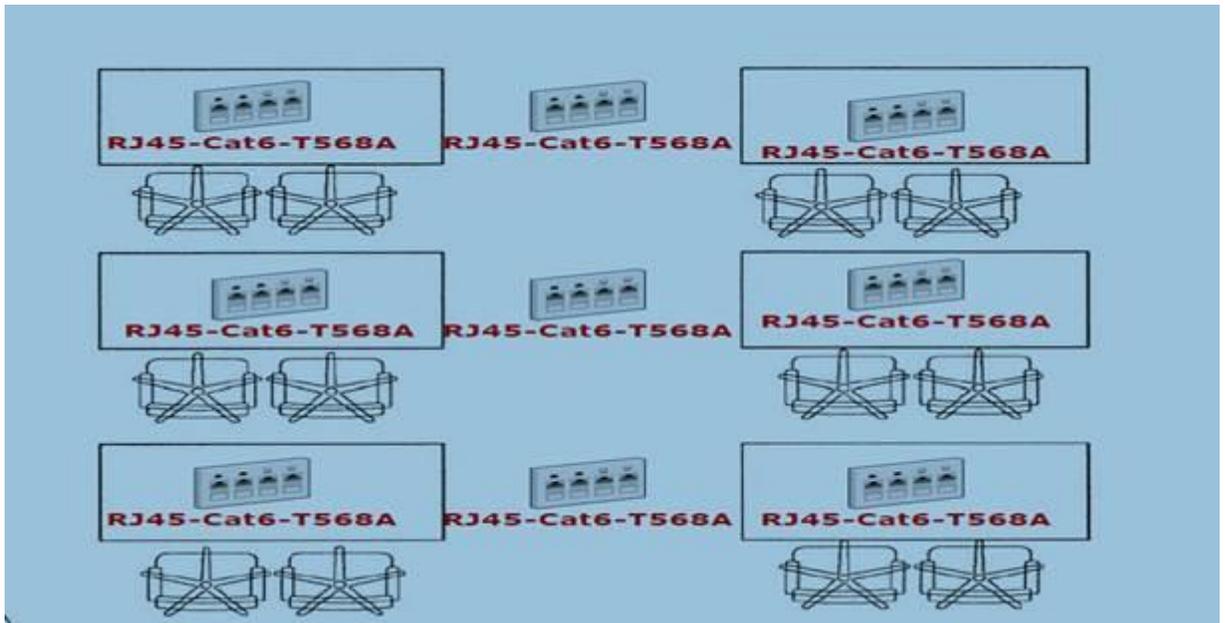
Smartboard SB685ix2 Product Specifications Summary:

(for full specs please see the full specs tab or the data sheet and manual)

Interactive Screens / Whiteboards Attributes	
Screen Size <a href="#">What's This?</a>	87 IN
Touchboards Surface Durability <a href="#">What's This?</a>	2
Interface <a href="#">What's This?</a>	Touch Sensitive
Aspect Ratio <a href="#">What's This?</a>	Wide (16:10)
Board Surface Features <a href="#">What's This?</a>	Regular Matted Surface
General Attributes	
Unique Features	Includes the Smart UX80 ultra short throw projector
Product Weight	42 LBS
Warranty	2 YEARS
Product Height	86.25 IN
Product Length	5.5 IN
Product Width	54 IN
Shipping Weight	70 LBS

**Addition to the Conference Room SOW**  
**2<sup>nd</sup> Floor office set up**

**Data work and phone work.** The Contractor shall be responsible for the installation of eighteen (18) data and phone outlets on the existing walls. The new data and phone connections need to be installed as indicated in the drawings. All the conduits used to install the new data and phone connections must be located inside the drywall partitions. The contractor is responsible for all data materials and labor to be used in this project, as specified by the in the drawings. Conduit must be not less than ¾ inch and must be EMT.



**Data and telephone outlets and wiring.** A total of 18 lines of Cat6 Systemax cable will be installed in the walls. The wiring should be done through the conduits which will be installed inside the drywall partition, go to the ceiling and on the data rails to be terminated in existing modular patch panels located in the North Telecom closet. Out of the 18 outlets, 6 jacks should be of color solid orange and wired with cable of the same color, 6 others should be of color solid green wired with a like colored wire, and the rest of the jacks (6) should be of color solid blue and wired with same color wires. Refer to the table below for the specification of the wiring standard and graphical guide to be used, as well as the outlet types, model and manufacturer.

Item name	Wiring standard	Part number	Manufacturer
CAT 6 SL 110 JACK	TIA/EIA-568A	1375055-5	AMPTE Connectivity
Faceplate triple	TIA/EIA-568A	2111009-3	AMPTE Connectivity

**Electrical.** The Contractor shall be responsible installing 4 receptacle outlets and 5 data outlets in the work shop room. New electrical and data/ phone outlets need to be installed as indicated in the drawings. All the electrical lines and power conduits must be located inside the drywall partitions and within the floor. The contractor is responsible for all electrical and data materials and labor to be used in this project, as specified by the Electrical Engineer and the Telecomm Engineer in the drawings. New Circuit feeding to panel N2NUL3 will be determined during contractor visit for bidding

Contractor has to fulfill the requirements of NFPA 70 for the complete execution of this project.

Contractor is to provide 2 years of warranty.

Materials are to be previously inspected before arrival.

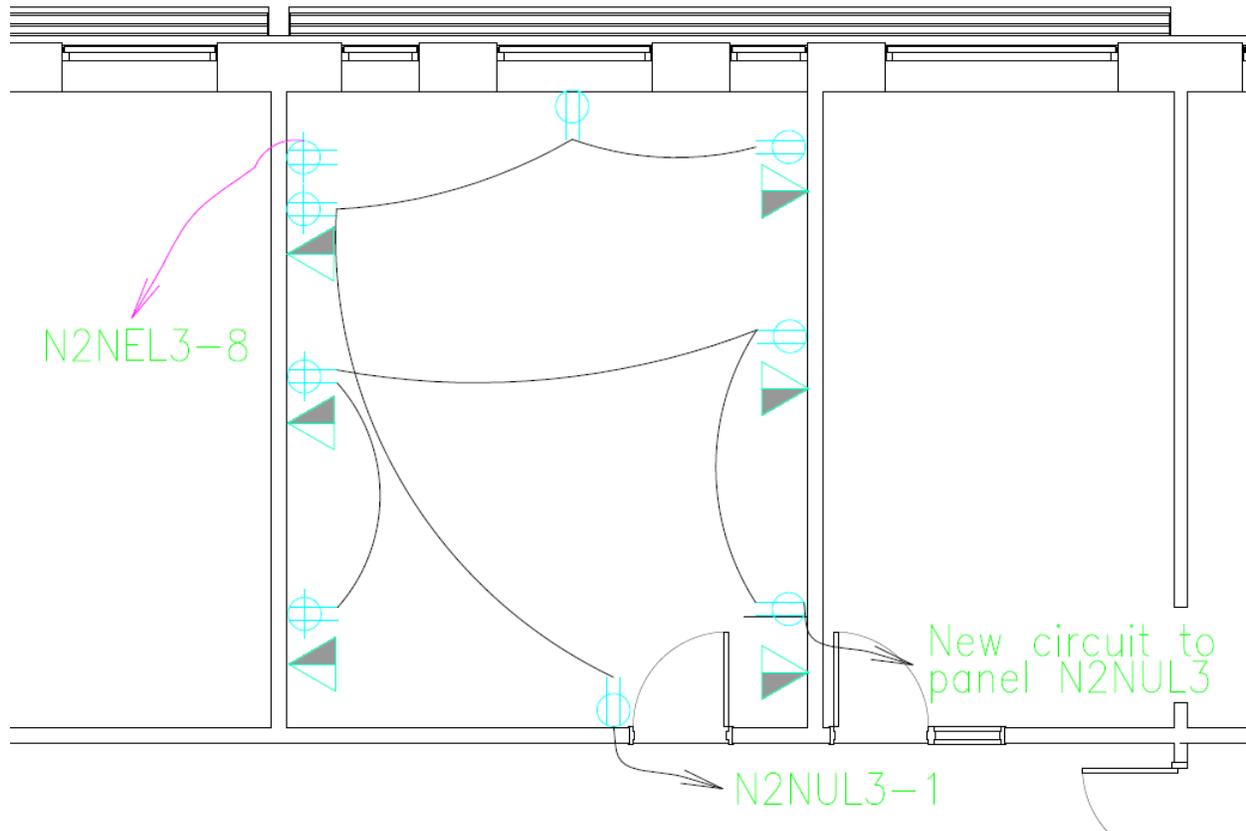
Contractor is to provide transport, tools and submission of workers ID'S and installation experience of each worker.

Cables must be THHN no. 12 USA.

Install conduits from junction box located in the middle of the room going to the south wall.

Conduit must be not less than 3/4 inch and must be EMT.

Breaker for this circuit are to be G.E and match with breakers panels inside the electrical room.



**Drywall.** All electrical, data and voice lines will go inside the drywall. The wall would need to be repaired and smoothed.

**Paint.** When the final work is completed, the area must be painted in the color determined by the COR or Facilities Architect.

**Cleaning.** The Contractor shall clean and prepare surfaces for follow on work according to the drawings. The Contractor shall ensure that during construction there are measures for control of unnecessary noise, dust and other contaminants. Also, the contractor shall ensure that personnel will observe safety measures in accordance with local regulations and norms.

**END OF STATEMENT OF WORK**