

June 6, 2014

To Prospective Offerors:

The American Embassy in Quito, Ecuador requires to contract cleaning and maintenance services for the swimming pools of two residences in Quito, Ecuador.

The Contractor shall provide qualified technicians and supervision, as needed, in order to complete services that meet the technical requirements of the Swimming Pool Maintenance Statement of Work (SOW). It is expected that the Contractor shall work closely with Embassy personnel.

Cleaning and maintenance services include the swimming pools, jacuzzis, restrooms and surroundings. The contractor shall provide all the chemical products and cleaning supplies needed to perform this task.

The U.S. Government will provide all cleaning tools, paper towels and toilet paper for the cleaning and stocking of the pools and restrooms at the facilities. The Contractor is responsible for requesting these supplies from the Contracting Officer's Representative (COR) a minimum of one week in advance.

Past Performance Experience:

Any prospective company must have a history of successful past performance.

Duration of the contract:

The contract will be a firm fixed price for the period of one year.

Point of Contact:

Any inquiries on the technical information regarding these services shall be sent to Oswaldo Cantuña, Maintenance Supervisor:

Phone: 593-2-398-5485, Cell: 593-99-1423-269, email: CantunaOV@state.gov

If you are interested in providing these services, please contact Cecilia Rosero, Procurement Agent, at e-mail address: roseroc@state.gov and/or Jose Balseca, Procurement Supervisor, at e-mail address: balsecaJJ@state.gov in order to send you the complete Scope of Work.

We will evaluate offers based on the best value to the US Government.

If you would like to be considered for this project, your quotation must be submitted in a sealed envelope marked "Quotation Enclosed – Swimming Pool Maintenance Services" to the Contracting Officer, Mr. Ramon Best, Embassy of the United States, Guayacanes N52-205 y Av. Avigiras, Quito Ecuador, **before 4:00 p.m. on June 30, 2013**. No quotations will be accepted after this time.