Embassy of the United States of America
Baghdad, Republic of Iraq

September 08, 2014

To: Prospective Offerors

Subject: Solicitation number S-IZ250-14-Q-0230 Renovation house number S-049 at the US Consulate, Erbil, Iraq.

The Embassy of the United States of America/US Consulate General Erbil invites you to submit a proposal for Renovation house number S-049 at the US Consulate, Erbil, Iraq.

If you are interested in submitting a proposal on this project, read the instructions in Section J of the attached Request for Quotation (RFQ).

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 and pre-proposal conference at the site, and all prospective offerors are welcome to attend. See Section J of the attached Request for Quotation (RFQ) for information on how to register for the site visit.

Your proposal must be submitted electronically by email with the subject line "**Quotation S-IZ250-14-Q-0230 Enclosed**" to ErbilProBid@state.gov on or before 12:00 (Erbil Time) on **September 18, 2014**. You may also elect to submit your proposal in hard copy marked for the attention of the **"Contracting Officer – Quotation S-IZ250-14-Q-0230 Enclosed"**, which may be delivered to the US Consulate General in Ankawa , Ishtar Street between 0900 and 1500 on regular business days(Sunday to Thursday) and by 12:00 noon on the closing date of the solicitation. No proposal will be accepted after the cut-off date and time.

In order for a proposal to be considered, you must also complete and submit the following:

1. Section B and Attachment 4, Proposal Breakdown by Divisions;
2. Section L, Representations and Certifications;
3. Bar Chart illustrating sequence of work to be performed;
4. all additional information as required in Section J.

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 **40 calendar days** after receipt of Notice to Proceed is received. In the event of an unauthorized or unexcused delay in completing the project, liquidated damages in the amount of **$200.00 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.

Contractors must provide a "Dun and Bradstreet Number" with their offer. If you do not have a D&B number, you can apply for one at no cost on the internet at http://www.dnb.com/

Direct any questions regarding this solicitation to ErbilProBid@state.gov

Sincerely,

Trenton Douthett
Contracting Officer

Enclosure: **S-IZ250-14-Q-0230**