United States of America
US Consulate General Erbil

June 23, 2016

To: Prospective Offerors

Subject: Request for Quotation number S-IZ250-16-Q-0415 for Breakroom Upgrade for Guards at the US Consulate, Erbil, Iraq.

The Embassy of the United States of America/US Consulate General Erbil invites you to submit a quotation Breakroom Upgrade for Guards at the US Consulate, Erbil, Iraq.

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

If you intend to submit a quotation, you should thoroughly examine all documents contained in the contract solicitation package. The Embassy intends to conduct a site visit and pre-quotation 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 quotation must be submitted electronically by email with the subject line Request for Quotation " S-IZ250-16-Q-0415 Enclosed" to ErbilProBid@state.gov on or before 16:30 (Erbil Time) on July 12, 2016. You may also elect to submit your quotation in hard copy marked for the attention of the "Contracting Officer – Quotation S-IZ250-16-Q-0415 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 quotation will be accepted after the cut-off date and time.

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

1. Section B and Attachment 4, Quotation 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 quotation 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 $50.00 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 quotations and to waive any informality in quotations 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,

Mark Jasonides
Contracting Officer

Enclosure: S-IZ250-16-Q-0415