

<b>SOLICITATION, OFFER AND AWARD</b>				1. THIS CONTRACT IS A RATED ORDER	RATING	PAGE OF PAGES 1 of 44
2. CONTRACT (Proc. Inst. Ident.) NO.		3. SOLICITATION NO. SGT50014Q0001		4. TYPE OF SOLICITATION _ SEALED BID (IFB) x NEGOTIATED (RFQ)		5. DATE ISSUED 11/15/2013
6. REQUISITION/PURCHASE NO. PR2903576		7. ISSUED BY AMERICAN EMBASSY GUATEMALA CITY Avenida Reforma 7-01, Zona 10, ATTN: GSO - PROCUREMENT SECTION Guatemala GUATEMALA Phone: Fax: 502-2326-4652		8. ADDRESS OFFER TO (If other than item 7) AMERICAN EMBASSY GUATEMALA CITY Avenida Reforma 7-01, Zona 10, ATTN: GSO - PROCUREMENT SECTION Guatemala GUATEMALA		
NOTE: In sealed bid solicitation "offer" and "offeror" mean "bid" and "bidder".						
<b>SOLICITATION</b>						
9. Sealed offers in original and 3 copies for furnishing the supplies or services in the Schedule will be received at the place specified, in the depository located in CHANCERY until 12/5/2013 (date) local time 17:00 (hour). CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L. Provision No. 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.						
10. FOR INFORMATION CALL:		A. NAME Valerie M Valdez		B. TELEPHONE (NO COLLECT CALLS) 502-2326-4232		C. E-MAIL ADDRESS ValdezVM@state.gov
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<b>OFFER (Must be fully completed by offeror)</b>						
NOTE: ITEM 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.						
12. In compliance with the above, the undersigned agrees, if this offer is accepted within _____ calendar days (120 calendar days unless a different period is inserted by the offer) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.						
13. DISCOUNT FOR PROMPT PAYMENT (See section I, Clause No 52.232-8)		SEE 14	10 CALENDAR DAYS %	20 CALENDAR DAYS %	30 CALENDAR DAYS %	CALENDAR DAYS %
14. ACKNOWLEDGMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the solicitation and related documents) numbered and dated:		AMENDMENT NO.	DATE	AMENDMENT NO.	DATE	
15A. NAME AND ADDRESS OF OFFEROR		CODE	FACILITY	16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)		
15B. TELEPHONE NO. (Include area code)		15C. CHECK IF REMITTANCE ADDRESS [ ] IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS		17. SIGNATURE		18. OFFER DATE
<b>AWARD (To be completed by Government)</b>						
19. ACCEPTED AS TO ITEM NUMBERED		20. AMOUNT		21. ACCOUNTING AND APPROPRIATION		
22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: _ 10 U.S.C. 2304(c)( ) _ 41 U.S.C. 253(c)( )				23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)		ITEM
24. ADMINISTRATION BY (If other than item 7) CODE				25. PAYMENT WILL BE MADE BY CODE		
26. NAME OF CONTRACTING OFFICER (Type or print)				27. UNITED STATES OF AMERICA <i>Richard Belmont</i> (Signature of Contracting Officer)		28. AWARD DATE 11-15-2013
IMPORTANT - Award will be made on this form, or on the Standard Form 26, or by other authorized official written notice.						

## 11. SCHEDULE

*(Include applicable Federal, State and local taxes)*

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
1	The American Embassy of Guatemala and its Agencies requires Third Party Liability Insurance and Full Coverage Insurance for Official Vehicles Services; as detailed in the attached Scope of Work (SOW). In accordance to FAR Clauses, no advance payments, 30 days credit, IVA to be included. An IVA form will be provided for 12% tax. Price in Quetzales. Funding Information: Total: 0.00 ----- 0.00	1.00	EA	0.00	0.00