

February 28, 2014

To Prospective Offerors:

The Embassy of the United States of America requires contracting a company that shall provide preventive maintenance services on the facility's main service electrical distribution switchgear at the at the American Consulate located at Calle Santa Ana y Av. José Rodríguez Bonin, Sector San Eduardo in Guayaquil, Ecuador.

The Contractor shall maintain the following system in a safe, reliable and efficient operating condition.

-Main Distribution Switchgear- Square D

The Contractor shall provide all necessary managerial, administrative and direct labor personnel, as well as all transportation, equipment, tools, supplies and materials required to perform inspection, maintenance, and component replacement as required to maintain the system in accordance with the Statement of Work. This must include, but not limited to, batteries for the trip units, fuses, and dielectric lubricant. Consulate Staff has service manuals for all electrical switchgear on site.

The Contractor shall provide the services of trained and qualified technicians to inspect, adjust, and perform scheduled preventive maintenance.

All personnel working in the vicinity shall wear and /or use safety protection while all work is performed. Strict adherence to NFPA70-E and applicable OSHA standards must be maintained at all times. Regular safety meetings shall be held among on-site contractor personnel, LES staff assisting. Any questions or injuries **shall** be brought to the attention of the Post Occupation Safety and Health Officer (POSHO). Material Safety Data Sheets (MSDS) shall be provided by the Contractor for all HAZMAT materials.

Past Performance Experience:

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

Duration of the contract:

The resultant contract will be a fixed price contract for one base year and four one-year option periods (possibility of a five-year contract) to be exercised at the option of the US Government.

Anticipated Schedule:

The solicitation for the aforementioned services will be issued in March of 2014.

Please contact Jose Balseca, telephone 2398-5284, email BalsecaJJ@state.gov , Ramon Best, telephone 2398-5106, email BestRE@state.gov or Cecilia Rosero roseroc@state.gov if you are interested in receiving a copy of the solicitation package.