



Embassy of the United States of America

July 1, 2013

TO: Prospective Offerors

SUBJECT: Solicitation Number SHA70013Q001-M001

The Embassy of the United States invites you to submit a quote for Consular Garden Security Improvement of the U.S. Embassy located at Blvd. 15 Octobre – Tabarre 41.

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

If you intend to submit a quote, you should thoroughly examine all documents contained in the contract solicitation package and arrange for a representative of your company to attend the pre-proposal conference at the site scheduled for 10 a.m. on July 9, 2013. You are invited to submit any questions you may have concerning the solicitation documents in writing by July 8 so that a response can be provided at this conference. All prospective bidders are strongly encouraged to attend the pre-proposal conference on July 9.

Your quote must be submitted in a sealed envelope marked "Quote Enclosed" to the Assistant General Services Officer, Elizabeth Sunday, at the address listed in the SF-18 on or before 10:00 a.m. on Thursday, August 1, 2013. No quote will be accepted after this time.

Complete the standard Form 18 (sections 12-16), including all blank spaces, and have the form signed by an authorized representative of your company or the quote may be considered unacceptable and may be rejected.

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

1. Section A and Attachment 1, Price Breakdown by Division;
2. Bar Chart illustrating sequence of work to be performed;
3. 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 shall be responsible for determining the amount of labor and materials that will be required to complete the project, and for pricing its quote accordingly.

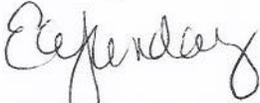
Please be advised that each offeror is responsible for furnishing complete information to its subcontractor and suppliers, such as details and quantities required by the drawings and specifications. Subcontractors and suppliers should not be referred to the Embassy or the Architect for determining the amount or quantities of materials required.

The construction completion time is 21 calendar days commencing on the date you receive the notice to proceed. In the event of an unauthorized or unexcused delay on completing the project, liquidated damages in the amount of \$200.00 per calendar day will be assessed until the substantial completion of the project is achieved.

The Contracting Officer reserves the right to reject any and all quotes and to waive any informality in quotes 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 others terms before awarding the contract or to award without discussions.

Please direct any questions regarding this solicitation to Elizabeth Sunday by email or by telephone 2229-8000 during regular business hours.

Sincerely,

A handwritten signature in cursive script that reads "E. Sunday".

Elizabeth A. Sunday
Contracting Officer
sundayea@state.gov