



CONSULATE GENERAL OF THE
UNITED STATES OF AMERICA

Hamilton, Bermuda

Date: September 5, 2012

To: Prospective Quoters

Subject: Request for Quotations number SBD200-13-Q-0001 for Janitorial Services

Please be advised that a Request for Quotations (RFQ) for Janitorial Services is available on our website <http://Hamilton.USConsulate.gov>. If you would like to submit a quotation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 1449 that follows this letter.

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable offer. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so. It should be noted that The U.S. Consulate General reserves the right not to accept the lowest or any bid.

All quotations are due by September 27, 2012 at 4:00 p.m.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eleesha M. Lewis', with a stylized flourish at the end.

Eleesha M. Lewis
Contracting Officer

Enclosure

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30</i>				1. REQUISITION NUMBER	PAGE 1 OF	
2. CONTRACT NO.	3. AWARD/EFFECTIVE DATE (mm-dd-yyyy)	4. ORDER NUMBER	5. SOLICITATION NUMBER <p style="text-align: center;">SBD20013Q0001</p>	6. SOLICITATION ISSUE DATE (mm-dd-yyyy) <p style="text-align: center;">09-05-2012</p>		
7. FOR SOLICITATION INFORMATION CALL:	a. NAME <p style="text-align: center;">ELEESHA M. LEWIS</p>		b. TELEPHONE NUMBER (No collect calls) <p style="text-align: center;">441-295-1342 X 229</p>	8. OFFER DUE DATE/ LOCAL TIME <p style="text-align: center;">09-27-2012</p>		
9. ISSUED BY U.S. CONSULATE GENERAL 'CROWN HILL' 16 MIDDLE ROAD DEVONSHIRE DV 03			10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED OR SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> EMERGING SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISABLED VETERAN- <input type="checkbox"/> 8(A) OWNED SMALL BUSINESS NAICS: SIZE STANDARD:			
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	12. DISCOUNT TERMS		<input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	13b. RATING		
15. DELIVERY TO U.S. CONSULATE GENERAL 'CROWN HILL' 16 MIDDLE ROAD DEVONSHIRE DV 03			16. ADMINISTERED BY ELEESHA M. LEWIS MANAGEMENT OFFICER			
17a. CONTRACTOR/ OFFEROR	CODE	FACILITY CODE	18a. PAYMENT WILL BE MADE BY U.S. CONSULATE GENERAL 'CROWN HILL' 16 MIDDLE ROAD DEVONSHIRE DV 03			
TELEPHONE NO.			18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER						
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES		21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
1	PROVIDE DAILY JANITORIAL/CLEANING AT CONSULATE OFFICE BUILDING INCLUDING GUARD BUILDING AND ANNEX <i>(Use Reverse and/or Attach Additional Sheets as Necessary)</i>		1	EA		0.00
25. ACCOUNTING AND APPROPRIATION DATA					26. TOTAL AWARD AMOUNT (For Govt. Use Only) <p style="text-align: right;">0.00</p>	
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA			<input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED			
<input checked="" type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA			<input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED			
<input type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND AND RETURN <u> 1 </u> COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.			<input type="checkbox"/> 29. AWARD OF CONTRACT: REF. _____ OFFER DATED _____ (mm-dd-yyyy). YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, AS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR			31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)			
30b. NAME AND TITLE OF SIGNER (Type or print)	30c. DATE SIGNED (mm-dd-yyyy)	31b. NAME OF CONTRACTING OFFICER (Type or Print)		31c. DATE SIGNED (mm-dd-yyyy)		
		ELEESHA M. LEWIS				