United States Consulate General
Erbil, Republic of Iraq

February 20th, 2012

To: Prospective Offerors

Subject: Solicitation number S-IZ250-12-Q-0009

The U.S. Consulate General in Erbil invites you to submit a quote for removal and reinstallation of fence at the Erbil Diplomatic Support Center located in Erbil, Kurdistan region.

If you are interested in submitting an offer 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. The Embassy intends to conduct a site visit (see J. sec C, 52.236-27) and hold a pre-proposal conference. All prospective offerors who have received a solicitation package are invited to attend. The conference will be held at Erbil Diplomatic Support Center, on Sunday, February 26th at 10 a.m. Submit any questions you may have concerning the solicitation documents via email to EasleyCD@state.gov by February 24th. Responses will be sent in writing to all contractors on our list of interested parties.

Your quote must be submitted electronically by email with the subject line "RFQ S-IZ250-12-Q-0009 Enclosed" exclusively to ErbilProBid@state.gov on or before 12:00 noon (Baghdad Time) on March 4th, 2012. No quotes will be considered if delivered to any other email address than the stated above, and no quotes will be accepted after the solicitation closing date and time.

Complete the OFFER portion of the Standard Form 1442, including all applying 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 proposal to be considered, you must also complete and submit the following:

1. SF-1442, section 14 through 17
2. Section A and Attachment 4, Breakdown of Price by Divisions;
3. Section L, Representations, Certifications …;
4. Bar chart illustrating sequence of work to be performed.
5. Licenses as specified 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 proposal 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 Consulate or the Architect for determining the amount or quantities of materials required.

The construction completion time is 30 calendar days, commencing on the Notice to Proceed date. In the event of an unauthorized or unexcused delay in completing the project, liquidated damages in the amount of $300 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 proposals and to waive any informality in proposals received. In addition, the Consulate 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.

Please direct any questions regarding this solicitation to Mr. Christopher Easley by email to EasleyCD@state.gov

Sincerely,

Christopher D. Easley
Contracting Officer

Enclosure: S-IZ250-12-Q-0009