



*Embassy of the United States of America
Baghdad, Republic of Iraq*

June 3, 2015

To: Prospective Offerors

The Embassy has a requirement to construct a secure storage area on the U.S. Embassy Compound. This construction effort is estimated between \$25,000 and \$100,000 and needs to be completed within 40 calendar days after receipt of Notice of Proceed Letter on an awarded contract. This work is for Construction of Secure Storage Area adjacent to the Annex II office building located at the U.S. American Embassy – Baghdad.

The Embassy of the United States of America invites you to submit a quotation.

All firms that respond to the solicitation must be technically qualified and financially responsible to perform the work. At a minimum, each offeror must meet the following requirements when submitting their quotation:

- Be able to understand written and spoken English;
- Have an established business with a permanent address and telephone listing;
- Have the necessary personnel, equipment and financial resources available to perform the work;
- Have all licenses and permits required by local law;
- Meet all local insurance requirements;
- Have the ability to obtain a performance and guarantee bond and a payment bond, or to post adequate performance security, such as irrevocable letters of credit or guarantees issued by a reputable financial institution;
- Have no adverse criminal record;
- Have no political or business affiliation which could be considered contrary to the interests of the United States;
- Have good experience and past performance records; and,
- Have the specialized experience and technical competence required to complete the construction work in accordance with this solicitation.

If you are interested in submitting a quotation on this project, read the instructions in Section J of the attached Request For Quotations (RFQ). You should thoroughly examine all documents contained in the contract solicitation package. The Embassy intends to conduct a Site Visit at the project site, and all prospective offerors are welcome to attend.

Your quotation must be submitted electronically by email with the subject line "**Quotation SIZ100-15-Q-0083 Enclosed**" to BaghdadGSOProcBid@state.gov on or before 17:00 local hours (Baghdad Time) on **June 14, 2015**.

You may also elect to submit your quotation in hard copy marked for the attention of the "**GSO/Contracting Officer – Quotation SIZ100-15-Q-0083 Enclosed**", which shall be delivered to the Blue CAC of the U.S. Embassy Compound on Al Kindi Street, Baghdad International Zone between 08:00 and 16:00 hours on regular business days (Sunday to Thursday). No quotation will be accepted after the due cut-off date and time.

Complete the OFFER portion of the Standard Form 1442, including all blank spaces, and have the form signed by an authorized representative of your company, or the quotation may be considered unacceptable and may be rejected.

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

1. Section A. Price;

2. Section L, Representations and Certifications;
3. Bid Form-Attachment #3 – Quotation Breakdown by Divisions
4. Bar Chart illustrating sequence of work to be performed;
5. All additional information as required in Section K.;

The contract will be a firm fixed price terms, with no adjustment for any escalation in costs or prices of labor, materials, all insurances, overhead and profit.

In the event of an unexcused delay in completing the project, liquidated damages in the amount of *IQD 514,863.70 Iraqi Dinars* 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 quotations and to waive any informality in quotations 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 other terms before awarding a contract, or to award a contract without discussions.

Direct any questions regarding this solicitation to BaghdadGSOProcurement@state.gov.

Sincerely,


Doug DeMaggio
Contracting Officer

Enclosure: SIZ100-15-Q-0083