



American Embassy, New Delhi, India

Date: August 22, 2016

To: Prospective Quoters

Subject: Request for Quotations number S-IN650-15-Q-0126 for preventive maintenance services of main building transformers at American Center, 24, K.G.Marg, New Delhi.

Enclosed is a Request for Quotations (RFQ) for preventive maintenance services of main building transformers at American Center, 24, K.G.Marg, New Delhi, India in accordance with the scope of work set forth herein.

If you would like to submit a quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 1449 that follows this letter.

Questions regarding this solicitation may be sent at vedij@state.gov on or before August 25, 2016 by 1200 hours in the attached question sheet. Responses will be sent in writing to all prospective bidders.

Your quotation must be submitted electronically by email with the subject line “Solicitation for preventive maintenance services of main building transformers at American Center, 24, K.G.Marg, New Delhi” to newdelhibids@state.gov on or before 1500 hours (New Delhi time) on August 31, 2016. Please do not forward your quotations via courier. Quotations received after the due date and time shall be dealt with in accordance with the procedures in FAR provision 52.212-1(f).

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

1. The covering SF-1449 form (Blocks 12, 17, 24 and 30).
2. Section 1, Block 23
3. All additional information as required in Section 3 – Solicitation Provisions. Instructions to Offeror.
4. Section 5, Representations and Certifications; complete the appropriate certifications and representations.

Please note that the Government shall reject proposals that do not contain the above information, or are otherwise incomplete.

Except for the concerned Sections of the solicitation, please do not send the entire copy of this solicitation along with your quotation.

The U.S. Government intends to award a contract to the responsible company submitting an acceptable quotation at the lowest price. 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.

Sincerely



Vanja Vukota

(Contracting Officer)