Date: May 18, 2020

Subject: Request for Quotations (RFQ) - OBO7901 - BME PM Air Handler units
Chancery Building
RFQ # PR9145255

Dear Prospective Offeror/Quoter:

The U. S. Embassy in Santo Domingo, Dominican Republic, invites you to submit quotations under full and open competition procedures for the following: BME PM Air Handler units Chancery Building according to attached Statement of Work (SOW). Please review SOW for all details.

**WRITTEN QUOTES**
The offeror shall provide an electronic copy containing all required sections of the written Quote. The offeror must submit the Quote in the formats provided by Microsoft Office 2007 or later. Any offeror that does not comply with the following instructions or does not submit a required component of this RFQ within the allotted period shall not be considered for award.

**SOLICITATION CONSIDERATIONS**
All Quotes must be valid for 30 days from the closing date for this solicitation. No exceptions or qualifications. New items ONLY, NO grey market or refurbished products. Items must be in original packaging, never used, and not altered in any way.

The offeror confirms to have sourced all products submitted in this quote from manufacturer approved channels for Federal sales, in accordance with all applicable laws and manufacturer’s current applicable policies at the time of purchase. The offeror must be able to support both the product sale and product pricing, in accordance with applicable manufacturer certification / specialization requirements.

The Offeror shall include Defense Base Act (DBA) insurance premium costs covering employees. The offeror may obtain DBA insurance directly from any Department of Labor approved providers at the DOL website at [http://www.dol.gov/owcp/dlhwc/lscarrier.htm](http://www.dol.gov/owcp/dlhwc/lscarrier.htm) Please review SOW for further details.

The Government intends to award a Firm Fixed Price Purchase Order under FAR Part 13 resulting from this solicitation to one (1) responsible offeror whose offer conforming to the solicitation is the Lowest-Priced, Technically Acceptable. The following factors shall be used to evaluate offers:

- Technical Capability of the item offered to meet the Government requirement.
- Price.
Quotations must be submitted in English, via email to SantoDomingoProcurement@state.gov and marked RFQ# PR9145255, no later than 1600hrs local time, on Tuesday, June 2, 2020.

The U.S. Government is conducting this acquisition using Simplified Acquisition procedures as outlined in the Federal Acquisition Regulation (FAR), Part 13.

The U.S. Government intends to award a Purchase Order to the responsible offeror submitting the lowest quotation which is technically acceptable. You are encouraged to make your quotation competitive. You are also cautioned against any collusion with other potential offerors with regard to price quotations to be submitted. The RFQ does not commit the U.S. Embassy to make any award. The Embassy may cancel this RFQ or any part of it at any time. The Contracting Officer reserves the right to reject any or all quotations and to waive any information, or minor irregularities in quotations received.

In accordance with FAR Provision 52.215-1, the Government reserves the right to make an award based on initial proposals without further negotiation or discussion, following FAR Subpart 15.209 (a).

Please direct any questions regarding this Request for Quotations to SantoDomingoProcurement@state.gov.