



United States Department of State

*Port-au-Prince, Haiti*

Date: December 31 2020

Dear Prospective Quoter:

**Subject: Request for Quotations number 19HA7021Q0004 Exterior Cleaning Services Of Embassy Property**

The Embassy of the United States of America invites you to submit a quotation for **Exterior Cleaning Services Of Embassy Property**.

The Embassy intends to conduct a pre-quotation site visit, and all prospective offerors who have received a solicitation package will be invited to attend. See Section 3, 52.237-1 of the attached Request for Quotations (RFQ). The site visit will be held on January 5 2021 at 11:00AM. Offerors interested in attending must e-mail: [etiennejl@state.gov](mailto:etiennejl@state.gov) on or before 9:00AM January 4 2021, 9:00AM. A maximum of two persons from one firm may participate in the site visit. Interested offerors must provide full name of participant(s) (as written on CIN)

Your quotation can be submitted in a sealed envelope marked "Quotation Enclosed" to the GSO Procurement, American Embassy, Tabarre 41 on or before 14:00 hours January 14 2021. Electronic offers will be accepted, and no quotation will be accepted after this time

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

1. SF 1449
2. Section 1, Pricing
3. Section 5, Representations and Certifications and ensure compliance with FAR 52.229-11 is completed with IRS Form W-14 found at [www.irs.gov/w14](http://www.irs.gov/w14)
4. Additional information as required in Section 3

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable offer 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.

Direct any questions regarding this solicitation to **Roinel Arriola** by electronic mail [arriolar@state.gov](mailto:arriolar@state.gov) .

Sincerely,

Roinel Arriola  
Contracting Officer

Enclosure