

June 21, 2020

SUBJECT: Solicitation Number 19TC1020Q0007

Dear Prospective Bidders,

The Embassy of the United States of America invites you to submit a quotation for to construct precast reinforced concrete planters off-site and install them outside perimeter of the U.S. Embassy Compound, Abu Dhabi, United Arab Emirates.

If you are interested in submitting a quotation on this project, read the instructions in Section J of the attached Request for Quotation (RFQ).

If you intend to submit a quotation, you should thoroughly examine all documents contained in the contract solicitation package. The Embassy intends to conduct a site visit (see Section J, C-52.236-27) and hold a pre-proposal conference. All prospective bidders are invited to attend. To allow access to site visit /pre-proposal conference, please complete the required form and return it to us via email at [AbuDhabiContracts@state.gov](mailto:AbuDhabiContracts@state.gov) no later than July 2<sup>nd</sup>, 2020 at 4:00 pm. The conference will be held at U.S. Embassy Abu Dhabi (Street No. 18, Airport Road) on July 5<sup>th</sup>, 2020 at 10:00 am.

Offers should be sent as a soft copy by email to [AbuDhabiContracts@state.gov](mailto:AbuDhabiContracts@state.gov) and a hard copy that must be submitted in a sealed envelope marked "Quotation Enclosed" to Anthony Chang, Contracting Officer on or before July 20, 2020 at 5:00 pm. No proposal will be accepted after this 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 proposal may be considered unacceptable and may be rejected.

For a proposal to be considered, you must also complete and submit the following:

1. Section A, Price and Attachment 2, Proposal Breakdown by Divisions;
2. Section K, Representations and Certifications;
3. Bar Chart illustrating sequence of work to be performed;
4. Additional information as required in Section L.

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.

The Contracting Officer reserves the right to reject any and all proposals and to waive any informality in proposals received. In addition, the Embassy reserves the right to establish a competitive range of one or more bidders 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 via email at [AbuDhabiContracts@state.gov](mailto:AbuDhabiContracts@state.gov) during regular business hours.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anthony Chang', written in a cursive style.

Anthony Chang  
Contracting Officer