Embassy of the United States of America

Guatemala, March 22, 2021

To: Prospective Quoters

Subject: Request for Quotation number 19GT5021Q0019 – Materials for Renovation for the U.S. Embassy in Guatemala

Enclosed is a Request for Quotation (RFQ) for Materials for Renovation for the U.S. Embassy in Guatemala. If you would like to submit a quotation, please complete the required portions of the attached documents and submit your offer to: **GuatemalaBids@state.gov**

Please **use ONLY the address provided above** to send your offer, including the name of your company and the solicitation number in the email subject. Offers sent to any other email addresses may not be considered valid.

The U.S. Government intends to award a contract to the responsible company submitting a technically acceptable offer at the lowest price. We intend to award the contract 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.

Due date to receive questions for this solicitation is on March 30, 2021 by 12:00. Submit your questions via email to CifuentesIG@state.gov.

Quotations are due April 9, 2021 by COB 17:00 hours. You will receive an automatic response from the GuatemalaBids@state.gov inbox once your bid has successfully been received. If you do not receive this automatic response, please contact Ingrid Cifuentes by telephone at (502) 2326-4274, (502) 3071-9635 or by email to CifuentesIG@state.gov.

Email bids should not contain attachments greater than 10MB in size, or they may be refused by the system. Quotation documents should be .pdf, .tif, or .gif files only. Please include the name of your company and the RFP number in the subject line of your email submittal.

Sincerely,

Juan G. Ortiz
Contracting Officer