

U.S. Embassy Accra, Ghana

Date: 08/25/2020

To: Prospective Quoter

Subject: Request for Quotations number **19GH1020Q0002**

The Embassy of the United States of America invites you to submit a quotation for Routine Elevator Maintenance Services in Accra, Ghana.

The Embassy does not intend to conduct a pre-quotation conference or site visit. See Section 3 of the attached Request for Quotations (RFQ) for instructions to offeror.

Quotation is to be submitted to AccraGSOBids@state.gov on or before September 01, 2020, 16:00 GMT.

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
4. Additional information as required in Section 3

It is advised that you register in the System for Award Management (SAM) before award.

Instructions on how to apply for SAM registration are available at the web: <https://sam.gov/SAM/pages/public/help/samQUserGuides.jsf>

Defense Base Act (DBA) insurance will be required for this contract and can be obtained at this web page:

<http://www.dol.gov/o wcp/dlh wc/lscarrier.htm>

Direct any questions regarding this request for quotations to Contracting Officer: Megan M Peiler, by telephone at 030-274-1759 during business hours or by email to AccraGSOBids@state.gov.

Sincerely,

Contracting Officer
Megan M Peiler

Enc.