Embassy of the United States of America
Abu Dhabi, United Arab Emirates

Date: June 1, 2026

Dear Prospective Offeror:

Subject: Request for Proposals number 19TC1026R0002

Enclosed is a Request for Proposals (RFP) for gardening services for real property owned or managed by the U.S. Government at the U.S. Embassy compound, the residences of the Chief of Mission and the Deputy Chief of Mission of the U.S. Embassy, in Abu Dhabi, UAE. If you would like to submit quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit it to the address shown on Standard Form 1449 that follows this letter.

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

The Embassy intends to conduct a pre-proposal conference at the site, The pre-proposal conference will be held on **June 10, 2026 @ 09:15 am** (local time) at the **U.S. Embassy Abu Dhabi**. Prospective offerors should contact **AbuDhabiContracts@state.gov** **by 10:00 am on June 5, 2026,** for additional information or to arrange entry to the building. The last date and time to email Questions is the day before the pre-proposal conference. No questions will be entertained after this date/time. All questions and answers will be consolidated and posted on http://www.sam.gov

Proposals are due by **June 30, 2026 @ 10:00am (local time)**. No proposals will be accepted after this time. Offers must be in English and incomplete offers will not be accepted.

Your proposal must be submitted electronically to **AbuDhabicontracts@state.gov.** It is important to make sure the submission is made in (pdf) file format. The file size must not exceed 10MB. If the file size should exceed 10MB, the submission must be made in separate files and attached to separate emails with less than 10MB each.

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

1. SF-1449
2. Section 1, Pricing
3. Additional information as required in Section 3

4. Section 5 Representations and Certifications
5. Proof of SAM Registration

Notwithstanding FAR 4.203-1(b)(5)(ii), the contracting Officer has determined that it is in the best interest of the U.S. Government that offerors be registered in the SAM (System for Award Management) database at https://www.sam.gov at the time of submitting a proposal.

Sincerely,

Gregory Stoneberg
Contracting Officer

Enclosure:

- Cover letter
- SF1449 and Solicitation
- Visitor Access Request Form