Embassy of the United States of America

Bogotá, D.C., Colombia

Dear Prospective Offeror:

Subject: Request for Quotes19C02026Q0027

Enclosed is a Request for Quotes (RFQ) for Compound cafeteria canopy modernization. If you would like to submit a quotation, follow the instructions in Section J of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form that follows this letter.

The U.S. Government intends to award a contract to the responsible company submitting an acceptable offer at the lowest price. We intend to award a contract based on initial proposals, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Site visit will be held on August 20, 2026 at 09:00, if you are interested in participating send an e-mail to BogotaGSOCompras@state.gov with complete information of your company representatives before August 14, 2026 including the names and ID representative (max. two (2) per company)

Question will be received before August 24 2026 at 4:00 Pm to BogotaGSOCompras@state.gov. Quotations are due by August 31, 2026 at 16:00 hours. No quotations will be accepted after this time. Quotations must be in English and incomplete quotations will not be accepted.

Your quotation must be submitted electronically to BogotaGSOCompras@state.gov It is important to make sure the submission is made in specific size and format; in MS-Word 2007/2010 or MS-Excel 2007/2010 or Adobe Acrobat (pdf) file format. The file size must not exceed 30MB. If the file size should exceed the 30MB, the submission must be made in separate files and attached to separate emails with less than 30MB each.

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

1. SF-1442
2. Section A, Pricing
3. Section L Representations and Certifications
4. Additional information as required in Section J
5. Proof of SAM Registration

Offerors shall be registered in the SAM (System for Award Management) database at https://www.sam.gov prior to submittal of their offer/proposal as prescribed under FAR 4.1102. Failure to be registered at time of proposal submission may deem the offeror's proposal to be considered non-responsible and no further consideration will be given. Therefore, offerors are highly encouraged to register immediately if they are interested in submitting a response to this requirement.

Sincerely,
Jack Parker
Contracting Officer

Enclosure: 19C02026Q0027