UNITED STATES OF AMERICA

Dili, Timor-Leste

Date: August 3, 2026

Dear Prospective Bidder:

Subject: Request for Quotations No. 19TT1026Q0019 — CMR Floor Tile Replacement

Enclosed is a Request for Quotations (RFQ) for the removal and replacement of interior floor tiles and associated baseboards throughout the Chief of Mission Residence (CMR), U.S. Embassy Dili, Timor-Leste, in accordance with the enclosed Scope of Work/Performance Work Statement. If you would like to submit a 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 the Standard Form 1449 that follows this letter.

The U.S. Government intends to award a contract to the lowest-priced, responsible offeror submitting an acceptable quotation. We intend to award based on initial quotations, without holding discussions, although we may hold discussions with offerors in the competitive range if there is a need to do so.

The Embassy intends to conduct a pre-quotation conference at the site. The pre-quotation conference will be held on August 13, 2026, at 10:00 AM (local time) at the Chief of Mission Residence (CMR), U.S. Embassy Dili, Avenida de Portugal, Praia dos Coqueiros, Dili, Timor-Leste. Prospective offerors should contact Zelia Agostinha S. do Rego at DoregoZA@state.gov by August 10, 2026, at 17:00 hrs. for additional information or to arrange entry to the compound. Bidders outside of Timor-Leste may contact contact Zelia Agostinha S. do Rego at DoregoZA@state.gov by the same date to inquire about a virtual site visit.

Quotations are due by September 1, 2026, at 15:00 hrs. (local time). No quotations will be accepted after this time. Quotations must be in English and incomplete quotations will not be accepted.

Your quotation may be submitted using either of the following methods:
Version A (Sealed Hand Delivery): Your quotation must be submitted in a sealed envelope marked "Quotation Enclosed for RFQ 19TT1026Q0019 — CMR Floor Tile Replacement" to Ian Oates, Contracting Officer, American Embassy Dili, Av. de Portugal, Praia dos Coqueiros, Dili, Timor-Leste.

Version B (Electronic): Your quotation may be submitted electronically to [insert official Post email address]. Submissions must be in MS-Word 2007/2010, MS-Excel 2007/2010, or Adobe

Acrobat (PDF) format, with each file not exceeding 30MB. If the file size exceeds 30MB, submit in separate files across multiple emails, each under 30MB.
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
4. Additional information as required in Section 3
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 the 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,

Ian K Oates
Contracting Officer
U.S. Embassy Dili

Enclosure: Request for Quotations (RFQ) No. 19TT1026Q0019 and attachments