

Cover Letter

U.S. Embassy, Amman Date: August 12, 2018

To: Prospective Quoters

Subject: Request for Quotations number 19-J010-18-Q-0026

Enclosed is a Request for Quotations (RFQ) for replacing irrigation system and grass at the U.S. Embassy Amman and in accordance with the specifications, terms and conditions set forth herein. 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 purchase order to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a purchase order 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 U.S. Embassy is prohibited from procuring goods or services from any firms that are not registered in the System for Award Management (SAM).

The Embassy intends to conduct a site visit. The site visit will be held on <u>Sunday August 19th</u>, <u>2018</u> at 10:00 A.M (local time). Prospective offerors/quoters should contact Haitham Zuh at <u>alzuhlofhf@state.gov</u> to provide company name, attendees names and identification numbers three days prior to this date to arrange entry to the building.

Questions are accepted by deadline $\underline{\text{Monday, August 20}^{\text{th}}, 2018 \text{ at 2:00 P.M. (local time)}}$ to be sent to $\underline{\text{alzuhlofhf@state.gov}}$. Answers will follow after maximum 3 working days and will be posted on the Embassy website.

Quotations are due by Monday, September 03, 2018 at 14:00 P.M. (local time) and must be submitted to the Embassy back gate in a sealed envelope. Email quotations are accepted.

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

SF-1449
Section 1 pricing;
Section 5, Representations and Certifications;
Additional information as required in Section 3.

Sincerely,

Sven Jensen Contracting Officer

Enclosure: RFQ # 19-J010-18-Q-0026