

MAINTENANCE SERVICE FOR GENERATORS

To all Bidders:

The Embassy of the United States of America in Quito, Ecuador requires professional services and contractor cost proposals to perform preventive maintenance services of the facility's emergency generator systems at the Embassy Installations.

The Contractor shall perform preventive maintenance as described in the Statement of Work (SOW). The objective of scheduled preventive maintenance is to eliminate system malfunction, breakdown, and deterioration when units are activated/running.

The contractor shall provide all materials, supervision, labor, tools, and equipment to perform preventive maintenance as outlined in the SOW. Embassy staff has service manuals for Generators and ATS's on-site.

All personnel working in the vicinity shall wear and /or use safety protection equipment while work is performed.

The systems and components to be maintained include diesel generator prime mover, alternator, fuel, cooling, ventilation, and lubrication systems, start and transfer systems, as well as control and monitoring systems.

If you are interested in submitting a proposal on this project, please contact Mrs. Cecilia Rosero, RoseroC@state.gov, in order to send you the Request for Quotation.

The Embassy intends to conduct a site visit and hold a pre-proposal conference. All prospective bidders are invited to attend. The site visit and pre-proposal conference will be held on Monday, September 14, at 09:00 am, at the Embassy Quito located at Av. Avigiras E12-170 y Av. Eloy Alfaro.

Offerors planning to attend the site visit must submit the Name, Phone number, Organization/Company, ID or Passport No. and nationality, of their company's representatives to the attention of Mrs. Cecilia Rosero, email: RoseroC@state.gov; no later than 4:00 p.m., local time, on September 10, 2020. This information must be provided in order to ensure access to the site. No substitutes or additional persons may attend the site visit. Attendees are requested to carry copy of the Statement of Work and their Photo ID along with them. Without Photo ID no person will be allowed to attend the site visit. Attendance is limited to two persons per company.

During the site visit social distancing will be practiced. Attendees will be asked to keep six feet apart and masks are to be worn at all times.

The Government of Ecuador has strict regulations for anyone traveling to Ecuador from a foreign country. Please see the U.S. Embassy of Ecuador web page for the most current information on restrictions: <https://ec.usembassy.gov/covid-19-information-ecu-2/>

The Contracting Officer reserves the right to award the contract based upon initial offers received without holding discussions.

Pursuant to FAR 4.1102, bidders are required to be registered in SAM (System for Award Management) at the time a quotation is submitted.

In order to register to SAM, please follow the instructions detailed in the following link.

<https://www.sam.gov/SAM/pages/public/help/samInternationalUserGuide.jsf>

Your proposal must be submitted, by e-mail, to the Contracting Officer, Mr. James Kuebler, KueblerJM@state.gov; Procurement Supervisor, Mr. Jose Balseca, balsecadj@state.gov; and Procurement Agent, Mrs. Cecilia Rosero, roseroc@state.gov, before 4:00 p.m., local time, **on Friday, September 18, 2020.** No proposal will be accepted after this time.