



February 16, 2021

To: Prospective Quoters

Subject: Request for Quotations number 19ZA6021PR9701477 for Marine Security Guards (MSG) Food Services at U.S Embassy in Lusaka, Zambia.

Enclosed is a Request for Quotations (RFQ) for MSG Cook/Food Services to the U.S Mission in Lusaka, Zambia. 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 the Standard Form 1449 that follows this letter.

Quotations must include:

1. Section 1 Pricing
2. Section 3, Technical Proposal criteria
3. Section 5, Representations and Certifications, ***“IRS Form W-14 found at www.irs.gov/w14 to ensure compliance with FAR 52.229-11”***

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable offer at the lowest price. We intend to award a contract/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 Embassy intends to conduct a pre-proposal conference, and prospective quoters who have received a solicitation package are invited to attend. See Section 3 of the attached Request for Quotation (RFQ) for the time, date, and other details.

An award, if one is made, will only be made to vendors which are registered in the System for Award Management (SAM). If you are registered in SAM, please provide proof upon bidding. We encourage all vendors which may bid either on this solicitation or in the future to start now and complete the SAM registration process.

Submit your quotations on or before **Thursday March 18, 2021 at 16:00pm local time**. No quotations will be accepted after this time.

SPECIAL NOTE – In your quote, DO NOT mention prices, deals, or discounts in any place other than the pricing portion of Section 1.

Submit your quotation via email to Lusaka-GSO-Contracts@state.gov or in a sealed envelope marked as follows.

Proposal Enclosed
The Contracting Officer
Marine Security Guards (MSG) Food Services
U.S. Embassy Lusaka
Subdivision 694/Stand 100
Ibex Hill Road
Lusaka, Zambia

Direct any questions regarding this solicitation to Lusaka-GSO-Contracts@state.gov

In the subject line of your e-mail, make sure to type “19ZA6021PR9701477 for MSG food Services Questions”.

Sincerely,

A handwritten signature in black ink, appearing to read 'KM', followed by a long horizontal line extending to the right.

Kyle Missbach
Contracting Officer