



Managua, 02 February 2021

Dear Prospective Offeror/Bidder,

The Embassy of the United States, Managua, has a requirement for a LOCAL CONTRACTOR to provide **Residential Electrical System Upgrade(s)**. You are invited to submit a quotation. The Request for Quotations (RFQ) consists of the following sections:

1. Standard Form SF-18
2. Basic information, statement of work or specifications, drawings, and technical qualifications (as applicable).
3. Purchase Order Contract Clauses

The Embassy plans to award a Purchase Order. You are encouraged to make your quotation competitive. You are also cautioned against any collusion with other potential bidders with regard to price quotations to be submitted. The RFQ does not commit the Embassy to make any award. The Embassy may cancel this RFQ or any part of it.

Please read the RFQ carefully, and if you are interested, prepare and submit your quotation. Return the completed SF-18 and quote to [ManaguaGSOProcurement@state.gov](mailto:ManaguaGSOProcurement@state.gov) no later than 18 February 2021, by Close of Business (4:30pm). Your quote must include materials and labor costs, as well as a delivery schedule. Advance payments will not be considered by the Embassy. Oral quotations will not be accepted.

You may submit questions in writing no later than 12 February 2021, by COB (2:00pm). A Pre-Bid Meeting and Site Visit may be scheduled on an as-needed basis, in coordination with Embassy POC.

Award will be made to the lowest priced, technically acceptable, responsible bidder. The Government reserves the right to reject quotations that are unreasonably low or high in price.

Sincerely,

A handwritten signature in blue ink that reads "Claudia Coleman" with a decorative flourish at the end.

Claudia Coleman  
Contracting Officer