

August 4, 2020

**To: Prospective Quoters**

**Subject: Request for Quotations number 19LG7520Q0011**

The Embassy of the United States of America invites you to submit a proposal for Painting Services. 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 fill out the Standard Form 18.

The Embassy intends to conduct a site visit, and all prospective offerors who have received a solicitation package are invited to attend. See Section 3 of the attached Request for Quotations (RFQ).

**The Embassy intends to conduct a site visit on August 12, 2020, at 10:00 and all prospective offerors who have received a solicitation package are invited to attend.**

**The names of the participants must be submitted not later than August 10, 2020 on or before 14:00 to [Riga-ProcurementSection@state.gov](mailto:Riga-ProcurementSection@state.gov). No more than 1 person will be admitted from each company.**

**Your proposals must be e-mailed to [Riga-ProcurementSection@state.gov](mailto:Riga-ProcurementSection@state.gov) on or before 16:00 on August 17, 2020.**

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

1. SF 18
2. Section I, Price
3. Performance Schedule
4. Additional information required in Section 3
5. Section 5, Representations, Certifications and Other Statements of Offerors or Quoters.

Please direct any questions regarding this solicitation electronically to Christopher Merriman, Contracting Officer, e-mail: [Riga-ProcurementSection@state.gov](mailto:Riga-ProcurementSection@state.gov) by **August 13, 2020, 10:00**. Questions and Answers will be posted on the Embassy website <http://riga.usembassy.gov> under "Opportunities/Procurements" section by **COB August 14, 2020**.

The U.S. Government intends to award a contract to the responsible company submitting an acceptable offer at the lowest price. We intend to award a contract 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.

Sincerely,

John Langer  
Contracting Officer

Enclosures:  
SF 18  
Solicitation 19LG7520Q0011.