

American Embassy Riga
February 10, 2021

To: Prospective Offerors

Subject: Request for Quote Number 19LG7521Q0004

Enclosed is a Request for Quote (RFQ) for mobile telephone services to the Embassy of the United States of America in Riga, Latvia. If you would like to submit a quotation, complete:

1. The Section I, paragraph III, Pricing;
2. SF 1449, Blocks 17a, 17b, 23, 24, 30a, 30b, 30c; 11. Schedule. Block 24 and 11. Schedule should list the total value of the quote for the base year and the four option years;
3. Please provide additional information as stated in the Section 3, Instructions to Offerors;
4. Section 5, Representatives and Certifications (including Addendum to Offeror Representations and Certifications).

Please submit the proposal electronically to Riga-ProcurementSection@state.gov.

Proposals are due on or before 16:00 on March 15, 2021.

Questions related to the solicitation 19LG7521Q0004 may be directed to the General Services Office by e-mail: Riga-ProcurementSection@state.gov by **COB, February 18, 2021**. Questions and Answers will be posted on the Embassy website <https://lv.usembassy.gov/> under "Business/Commercial Opportunities" section by **COB, February 26, 2021**.

The U.S. Government intends to award a contract to the responsible company submitting an acceptable quotation 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.

The potential contractor is required to obtain a DUNS number from Dun and Bradstreet, and a NCAGE Codes from NATO. Once a DUNS number and NCAGE Codes are obtained, registration in SAM (System for Award Management) is required before an award is made.

Sincerely,



Christopher Merriman
Contracting Officer

Enclosed:

- **SF 1449**
- **Solicitation document 19LG7521Q0004**
- **Registration procedures for DUNS**
- **Registration procedures for commercial and governmental entity code (CAGE) or a NATO cage (NCAGE)**
- **Registration procedures for SAM (System for Award Management)**
- **SAM Entity Administrator Letter Process**