



*The Embassy of the United States of America
Port Louis, Mauritius*

January 20, 2022

Dear Prospective Offeror:

SUBJECT: Solicitation Number – **19MP1022-Q-1000**
Request for Quotations (RFQ) for Gardening Services

The Embassy of the United States of America invites you to submit a proposal for gardening services at the following residences:

Chief of Mission Residence (CMR), located in Vacoas
Deputy Chief of Mission Residence (DCMR), located in Floreal

If you are interested in submitting a quotation, please follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document and return it to the email address shown on the Standard Form 1449 that is also attached.

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 proposals, 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 host a pre-proposal conference to discuss the requirements of this solicitation on Thursday February 24, 2022 at 10:00 am at the Embassy official residences, Vacoas, followed to Floreal on the same day at 11:00am. All prospective bidders are encouraged to attend. Please contact below names for access:

Elvina Thomas: ThomasE@state.gov - 202 4445

Brenda Rajinundun: RajinundunBX@state.gov - 202 4429

Direct any questions regarding this solicitation to the Contracting Officer, Shannon Sibayan, (SibayanSM@state.gov).

Quotations are due by March 10, 2022.

Sincerely,

A handwritten signature in black ink that reads "Shannon Sibayan".

Shannon Sibayan
Contracting Officer