Embassy of the United States of America

Hanoi August 29, 2022

To: Prospective Bidders

Subject: Request for Quotation No. 19VM3022Q0043 – Sport Utilities Vehicle (SUV) - 07 Seat.

Enclosed is the Request for Quotation (RFQ) package with proposed technical specifications for one (1) sport utility vehicle (SUV) for the U.S. Embassy Hanoi. If you would like to submit a quotation, please review the required portions of the attached document Standard Form 18 (fill in block 11 e&f, 13, 14, 15 & 16) and submit the package electronically to Bui Huyen Trang at Buiht@state.gov by the deadline below.

The bidding package should include SF-18 with the vehicle technical specifications, signed and stamped NDAA form, and SAM registration reference.

The U.S Government intends to award a contract/purchase order for this requirement to the responsible company submitting an acceptable quotation at the lowest price. Quotes must be valid for a minimum of 180 calendar days and include all taxes, other possible charges, and delivery fee to the Embassy warehouse located at 326A Nguyen Trai Street, Hanoi, Vietnam. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussion with companies in the competitive range if there is a need to do so.

Bidders must include the company registration record in the System for Award Management (SAM) https://www.sam.gov/SAM/pages/public/searchRecords/searchResults.jsf with the Unique Entity ID (UEI) number and the NATO Commercial and Government Entity (NCAGE) Code for doing business with the U.S Government. If you already have the SAM record available please provide UEI & NCAGE numbers in the quotation for reference. If you don’t have the SAM record please find the attached instruction, or contact HanoiGSOPProcurement@state.gov for assistance.

Quotations are due at 17:00, September 14, 2022 local time.

Please email any question regarding this request for quotation to me at WilliamsNT2@State.gov.

Sincerely,

Nicole Williams
Contracting Officer