Embassy of the United States of America

Hanoi

August 26, 2022

To: Prospective Bidders

Subject: Request for Quotation No. 19VM3022Q0044 – Upgrade Digital Signage system for the U.S. Embassy Hanoi.

Enclosed is the Request for Quotation (RFQ) package for upgrading Digital Signage system 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 Statement of work – Pricing schedule; submit the package electronically to Vu Thuy Duong at Vud1@state.gov by the deadline below.

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, include all taxes and other possible charges to the U.S. Embassy 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 Identifier number for doing business with the U.S Government. If you don’t have the SAM record please find the attached instruction, or contact GSO Procurement at HanoiGSOPProcurement@state.gov for assistance. Bidders are required to be registered in SAM at the time quotation is submitted.

Quotations are due at 9:00AM, September 12, 2022 local time.

Please email any question regarding this request for quotation at williamsnt2@state.gov

Sincerely,

Nicole Williams
Contracting Officer