

REQUEST FOR QUOTE - PR12381962 - OTIS MAINTENANCE VENDOR

Due: March 22, 2024

The U. S. Embassy Abuja has a requirement for a vendor to provide routine maintenance on 6 nos Otis Elevator location at American Embassy, Abuja using the attached Solicitation package and Cover letter. You are invited for a site visit and to submit a quotation/proposal.

The Site visit shall be held on **Match 14, 2024 by 10:30am and you are required to send us the name of your personnel that will attend the site visit no later than March 12, 2024.**

The Venue is Plot 1075 Diplomatic Drive, Central Area Abuja

The evaluation criteria for this requirement will include price, technical acceptability, and past performance.

For a valid quote/proposal., please note the following:

1. Please include performance schedule, specifications, samples/pictures/complete drawings, (where applicable), along with your quotes.
2. Vendor must state **BOLDLY** if offering alternatives.
3. All responses and quotes on this RFQ **MUST** be a direct reply to this email, and have the same **subject line**, copying Abujaprocurement@state.gov
4. Vendors must state delivery terms (How long it will take to deliver).
5. You are to separate your price quote from your technical proposal also NOX and MSGQ exteriors respectively
6. Deadline for offer submission is **March 22, 2024**
7. At the selection of the best vendor with LPTA, the vendor shall be required to fill and return an NDAA form that shall be provided by the Government.

Unsuccessful offerors may not be contacted.

Oral quotations will not be accepted.