



Consulate General of the United States of America
Guayaquil, Ecuador

Dear Prospective Offeror:

Subject: Request for Quote number 19EC3026Q0003

Enclosed is a Request for Quote (RFQ) for Janitorial Services at the U.S. Consulate General in Guayaquil, Ecuador. If you would like to submit a quote, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit your quote to the address shown on the Standard Form 1449 accompanying this letter.

The U.S. Government intends to award a contract to a responsible company which submits an acceptable offer at the lowest price. We intend to award a contract based on initial offers without holding discussions, although we may hold discussions with companies in the competitive range if it is determined necessary.

The Consulate intends to conduct a pre-quotation conference followed by a site visit.

The pre- quotation conference will be held on August 07, 2026, at 10:30 (local time) at the U.S. Consulate General in Guayaquil. Prospective offerors interested in bidding and attending the pre-quotation conference and site visit, must submit a list of complete names and ID numbers of all participants to: PenafielCD@state.gov with the subject line "19EC3026Q0003 Janitorial Services Solicitation" by 12:00 (local time) on August 05, 2026.

No one will be allowed to enter the premises without prior notification. Attendance to the pre-quotation conference and site visit is strongly recommended. Offerors are encouraged to review the solicitation documents in advance.

Quotes are due by 14 :00 (local time) on August 24, 2026. No quotes will be accepted after that time. Quotes must be in English, and incomplete quotes will not be accepted.

Your quote must be submitted electronically with the subject line "19EC3026Q0003 Janitorial Services" to QuitoContracts@state.gov



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It is important to make sure the submission is made in the size and format specified, in Adobe Acrobat (PDF) file format. The file size must not exceed 25MB. If the file size should exceed 25MB, the submission must be made in separate documents attached to separate emails of less than 25MB each.

Please direct any questions regarding this solicitation in writing with the subject line "I9EC3026Q0003 Janitorial Services Questions" to: QuitoContracts@state.gov no later than 17:00 (local time) on August 10, 2026. Questions must be written in English.

In order for a quote to be considered, you must also complete and submit the following:

1. SF-1449
2. Section 1, Pricing
3. Section 5, Representations and Certifications
4. Additional information as required in Section 3
5. Proof of SAM Registration

Notwithstanding FAR 4.203-1(b)(5), the Contracting Officer requires bidders to be registered in SAM (System for Award Management) <https://www.sam.gov> when submitting an offer and if selected for award. Therefore, qualified offerors are encouraged to register in SAM in advance of submitting a quote.

Sincerely,

van Coblijn, Deryl (vanCoblijnDS@state.gov)
07/22/2026 19:55 GMT



Deryl Van Coblijn
HCA
Enclosure: As Stated