

PRESOLICITATION NOTICE: Cook Services

PURPOSE

This is a U.S. Embassy Athens Pre-Solicitation Notice only. Vendors are requested to read the below requirements. No responses are requested by this notice. The U.S. Embassy Athens issues this notice with the intent to offer an opportunity to all interested parties to appropriately prepare for the anticipated Request for Quotations (RFQ).

This is not a request for quotation; this is for pre-solicitation / informational purposes only. No award will be made on the basis of the responses received to this notice.

BACKGROUND

The U.S. Embassy Athens has a requirement for firms that are interested in supplying Cook Services for the U.S. Embassy Athens.

PROPOSED CONTRACT ACTION

The Contractor shall provide Cook Services to meet the mission requirements of the U.S. Embassy Athens.

Accordingly, the U.S. Embassy Athens plans the issuance of the following solicitation (RFQ):

1. RFQ Title: Cook Services for the U.S. Embassy Athens.
2. RFQ issuance date: Early-March 2021.
3. RFQ issuance method: The solicitation will be posted on the website of the U.S. Embassy Athens, Greece at <https://gr.usembassy.gov>. The awardee will be required to speak, write and correspond in the English language.
4. RFQ response date: Early-April 2021.
5. Award date: Early-May 2021.
6. Award procedures: In accordance with FAR 15.3 Source Selection.
7. Place of performance: U.S. Embassy Athens, Greece.

Please note that the requirement to obtain a DUNS number, and for your company to be SAM registered, is a mandatory requirement prior to the contract award.

The failure to provide the above documentation when submitting your quotation may result in your quotation being found technically unacceptable and removed from the competition without further discussions.

The Contractor shall possess all permits, licenses, and any other appointments required for the prosecution of work under this contract.

Interested parties are reminded that information furnished hereunder may be subject to disclosure under the Freedom of Information Act (FOIA). Therefore, all items that are confidential to business, or contain trade secrets, proprietary, or personnel information must be clearly marked. Marking of items will not necessarily preclude disclosure when the U.S. Embassy Athens determines disclosure is warranted by FOIA. However, if such items are not marked, all information contained within the submitted documents will be deemed releasable.