



EMBASSY OF ARGENTINA IN
THE UNITED STATES OF AMERICA

SELECTION PROCEDURE

DIRECT CONTRACT by SIMPLIFIED PROCEDURE	N° 52 Period:2024
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SUBMISSION OF OFFERS

<p>Objective of the Contract: The purpose of these Technical Specifications is to procure the construction of a new security/guard booth located in the entrance area between the buildings of the Consular Section and the Argentine Embassy, located 1600 New Hampshire Ave. NW, Washington D.C.</p>
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File N° 82/2024

Location/Address	Timeline and Schedule
1600 New Hampshire Avenue, N.W., Washington D.C. 20009 - USA	Monday through Friday from 9 am to 5 pm Until June 12, 2024 at 10:00 am

IMPORTANT: OFFERS THAT ARE RECEIVED AFTER THE DESIGNATED DATE AND TIME WILL NOT BE CONSIDERED, REGARDLESS OF THE REASON FOR DELAY.

OPENING OF OFFERS

Location/Address	Date and Time
1600 New Hampshire Avenue, N.W., Washington D.C. 20009 - USA	June 12, 2024 at 10:30 am



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I-SPECIAL CONDITIONS
DIRECT CONTRACT BY SIMPLIFIED PROCEDURE

1. PURPOSE OF THE CONTRACT

The purpose of these Technical Specifications is to procure the construction of a new security/guard booth located in the entrance area between the buildings of the Consular Section and the Argentine Embassy, located 1600 New Hampshire Ave. NW, Washington D.C.

2 – FORMAT FOR SUBMISSION OF OFFERS

Bids may be submitted:

- (a) Personally in a sealed envelope at the Administration Office, 1600 New Hampshire Avenue, NW, Washington, DC, 20009, on weekdays from 9 am to 5 pm until June 12, 2024 by 10:00am.
- (b) Or by e-mail to administracion@embassyofargentina.us until June 12, 2024 by 10:00am.

The offer (envelope/e-mail) must be identified with the following:



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NAME OF THE REPRESENTATION: EMBASSY OF THE ARGENTINE REPUBLIC

Direct Contract by Simplified Procedure N° 12/2024

OBJECT: "The purpose of these Technical Specifications is to procure the construction of a new security/guard booth located in the entrance area between the buildings of the Consular Section and the Argentine Embassy, located 1600 New Hampshire Ave. NW, Washington D.C.".

Place, date and time for opening biddings: Embassy of Argentina, Administration Office, 1600 New Hampshire Avenue, NW, Washington DC, 20009, June 12, 2024 at 10:30 am.

Place, date and time limit for submission of biddings: Embassy of Argentina, Administration Office, 1600 New Hampshire Avenue, NW, Washington DC, 2009, until June 12, 2024 at 10:00am.

NAME OF BIDDER :

ADDRESS:.....
.....

PHONE:.....

EMAIL:.....

FAX:.....



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3 – CONTENTS OF THE "SINGLE ENVELOPE"

The amendments, erasures or spacing, if any, must be properly saved by the signer of the bid.

The offer must be signed, on each and every one of its pages by the offeror or his/her legal representative. The offer must contain the following information:

3. 1) Name and surname or company name, address, telephone, fax and email.

3.2) Legal address to be notified.

3. 3) Description of the offer: must include details of the object or service offered. For this purpose, you can complement it with brochures and instructions.

3. 4) If applicable, you must indicate brand / model and other information related to the offer made, and if the items are new and unused.

(3.5) Quote form duly completed and signed in accordance with point 4 of the present conditions.

4 – PROVISION OF ESTIMATES

The quote must be carried out respecting the quantities and measurement units requested in the quotation form. You must indicate the unit price and the total price, and it must be signed by the bidder or his/her legal representative.

The total price involved in the quote will be the final price that our Embassy will pay in every respect, including taxes and shipping charges if any.

In the event that the total amount quoted for each item is not consistent with the unit price, we will take the latter as a quoted price. Any other error in the amount quoted, which was denounced by the offeror or detected by the contracting body prior to the award, will result in the rejection of the offer in the relevant areas.

5 – VALIDITY OF OFFER

The offer shall be valid for a period of thirty (30) calendar days starting from the date of the bid opening.

6 –OPENING OF OFFERS

At the indicated date and time, we will proceed to open the tenders, in public, in the presence of officials designated for this purpose and of all those who wish to witness it. We will issue the corresponding Act, which must be executed by the corresponding officials and providers and any interested member who wish to do so.



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7 – OFFER ANALYSIS

During the evaluation of the bids we may request bidders to correct errors or omissions contained in their proposals. The correction of such errors or omissions cannot be used by the offeror to alter the substance of the offer, to improve it or to take advantage over other bidders.

In the case of the offerer's non-compliance with the request within the corresponding time limit, the offer will be rejected.

8. IRREVERSABLE GROUNDS FOR CANCELLATION

The offer will be canceled in any of the following cases:

- (a) if it is not written in a language indicated in the specifications.
- (b) if the offer does not have the signature of the offeror or his/her legal representative on any of its pages.
- (c) if it has deletions, erasure, amendments or interlines without having it been saved on pages containing the financial proposal, the description of the goods or services offered, delivery time, or somewhere else that holds the essence of the contract.
- (d) if the offer is not honored by the deadline date indicated in the contract.
- (e) if it is written in pencil or in a medium which allows it to be deleted or rewritten without a trace.
- (f) if it is presented by persons who have been sanctioned or have an existing suspension or disqualification to contract with the Argentine Government at the time of the opening of the bids or at the time of their evaluation or award.
- (g) if it is presented by persons legally or naturally unable to contract with the Argentine Government at the time of the opening of tenders, in their evaluation stages or at their award.
- (i) if it contains conditions.
- (j) if it contains clauses in contrast with the norms that govern the hiring or which would prevent the accurate comparison with other bids.
- (k) if it contains essential errors or errors by omission.
- (l) if the quoted price deserves the qualification of vile or not serious.
- (m) if the offerers bid is ineligible.
- (n) if the same offeror submitted more than one offer alone or as a member of a group, association or legal person. This prohibition will not be set up in the case of the submission of tenders with discounts, alternatives or variants.
- o) in case it is necessary to present samples, if these are not presented within the time specifications stated in the contract.

9 - AWARD

The award will be made in favour of the lowest offer resulting from complying with all the requirements of the present contract.

The successful bidder and the rest of the offerer's will be notified of the award within three (3) business days of the award ceremony, by one of the following means; either:



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- (a) by direct access to the offeror or his/her legal representative;
- (b) by the presence of the interested party or his/her legal representative, who is aware of the respective act.
- (c) by certified letter or other means that allows to accredit their proper notification;
- (d) by fax;
- (e) by electronic mail.

10 - PLACE OF DELIVERY

ARGENTINE EMBASSY– 1600 New Hampshire Ave NW, Washington DC, 20009.

11 – PERFORMANCE PERIOD

The service or goods must be presented at the ARGENTINE EMBASSY AND CONSULAR SECTION– 1600 New Hampshire Ave NW, Washington DC, 20009 or where the Administration Office thinks its appropriate.

The contract partners will receive a confirmation receipt and a notification within 5 (five) working days upon verification of the compliance with the conditions laid down in the contract.

The Administration Office reserves the right to carry out checks and technical tests deemed appropriate and convenient.

In the event of the rejection of any of the items delivered, for the purpose of applying penalties stipulated in item 14 of the present contract, a delivery date shall be considered in compliance with the reception of the new alternative as long as it is in accordance with the contract.

12. FORM OF PAYMENT AND PLACE TO SUBMIT INVOICES

The payment will be made within 30 days starting from the presentation of the invoice, and After signing the corresponding Purchas Order.

The invoice will be submitted after granting their acceptance at the Argentine Embassy, Administration Office, 1600 New Hampshire Avenue, NW, Washington, DC, 20009.

13. WARRANTY OF GOODS

The service or goods should be of top quality according to local standards.

14 - PENALTIES

Failure to comply with the time limits set out in Point 9 of the present contract, the successful bidder will be liable of a fine of zero comma five percent (0.5%) of the value previously stated out of term for every ten (10) business days of delay or a fraction greater than five (5) business days.

15 – CONTRACT CANCELLATION

If the bidder does not comply with the contract before the deadline, or if the goods have not been delivered by the deadline, the administration must declare the contract terminated without judicial or extra judicial questioning, except in those cases where the Embassy of Argentina accepts the service agreement after the deadline.



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16 - LIABILITY

The contractor shall comply with the legal rules applicable to the activity of the contract and shall be responsible for all claims extrajudicial and judicial, including the costs and expenses arising from the acts and omissions of its personnel or subcontractors or others who were responsible for fulfilling any of the terms and conditions of this contract.

17.- BACKGROUND OF THE COMPANY: have a verifiable history of similar repairs, at least one, and the Bidder must complete the form included in ANNEX "A".

18.- TECHNICAL VISIT

It will be an unavoidable requirement to prove the visit to the Embassy building in the city of Washington, DC, located at 1600 New Hampshire Ave., Washington DC 20009 in the District of Columbia, for this purpose the Representation will facilitate the visits that are requested by the bidders in such a manner. that the successful bidder may not allege subsequent ignorance and/or unpredictability in the conditions under which it will execute and fulfill the contract.

The company irrevocably undertakes before the "Representation" to maintain strict confidentiality and not reveal, divulge or facilitate, by word, in writing or by any other means or support, tangible or intangible, currently known or future, to any person physical or legal person, whether public or private, and not to use for their own benefit or for the benefit of any other natural or legal person, public or private, all the information obtained in the preparation of the service budget requested by the "Representation" .

The day and time of the visits must be previously coordinated at Tel 202-238-6416, during the hours of 9:00am to 4:30pm from Monday to Friday.

Attached is ANNEX "B" - Proof of Visit that must inevitably accompany the proposal.

18- INVOICING

The invoice must have at least the provider name, concept, date and amount.



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UNOFFICIAL TRANSLATION

1. PURPOSE

The purpose of these Technical Specifications is to procure the construction of a new security/guard booth located in the entrance area between the buildings of the Cultural Section and the Argentine Embassy, located 1600 New Hampshire Ave. NW, Washington D.C.

2. GENERAL CONSIDERATIONS

The procurement of the new security booth shall include the furnishing of materials, labor, accessories, tools, freight and all other items necessary to achieve the purpose of these specifications.

The works shall be complete and adequate for their intended purpose, comply with local standards and regulations in force, and conform to best business practices according to the purpose for which they are intended. Therefore, in this bid process, the Contracting Party considers that all the elements and works necessary for a proper completion and safe performance -even if not explicitly mentioned in these Technical Specifications- are hereby included.

The Contractor shall take strict and special care in the treatment of movable and immovable property and shall be fully and exclusively responsible for the repair of any damage caused to such property as a result of the work performed.

3. PROCUREMENT OF A NEW SECURITY BOOTH

This includes the construction of a security sentry box according to the following characteristics and attached diagrams:

3.1. STRUCTURE

- Minimum covered area 200 cm x 300 cm x 220 cm.
- All panels must be insulated
- High resistance stainless steel floor or similar
- Two sliding doors located at opposite ends for easy access and exit.
- Lock with key
- Windows on all sides for complete visibility of the interior and exterior of the security booth.

3.2 ELECTRICAL INSTALLATION:

- Includes the complete electrical installation of the security booth for the power supply for fixtures and lighting, all in compliance of current regulations.
- Superior LED lights both inside and outside the booth.

3.3 FIRE PROTECTION INSTALLATION

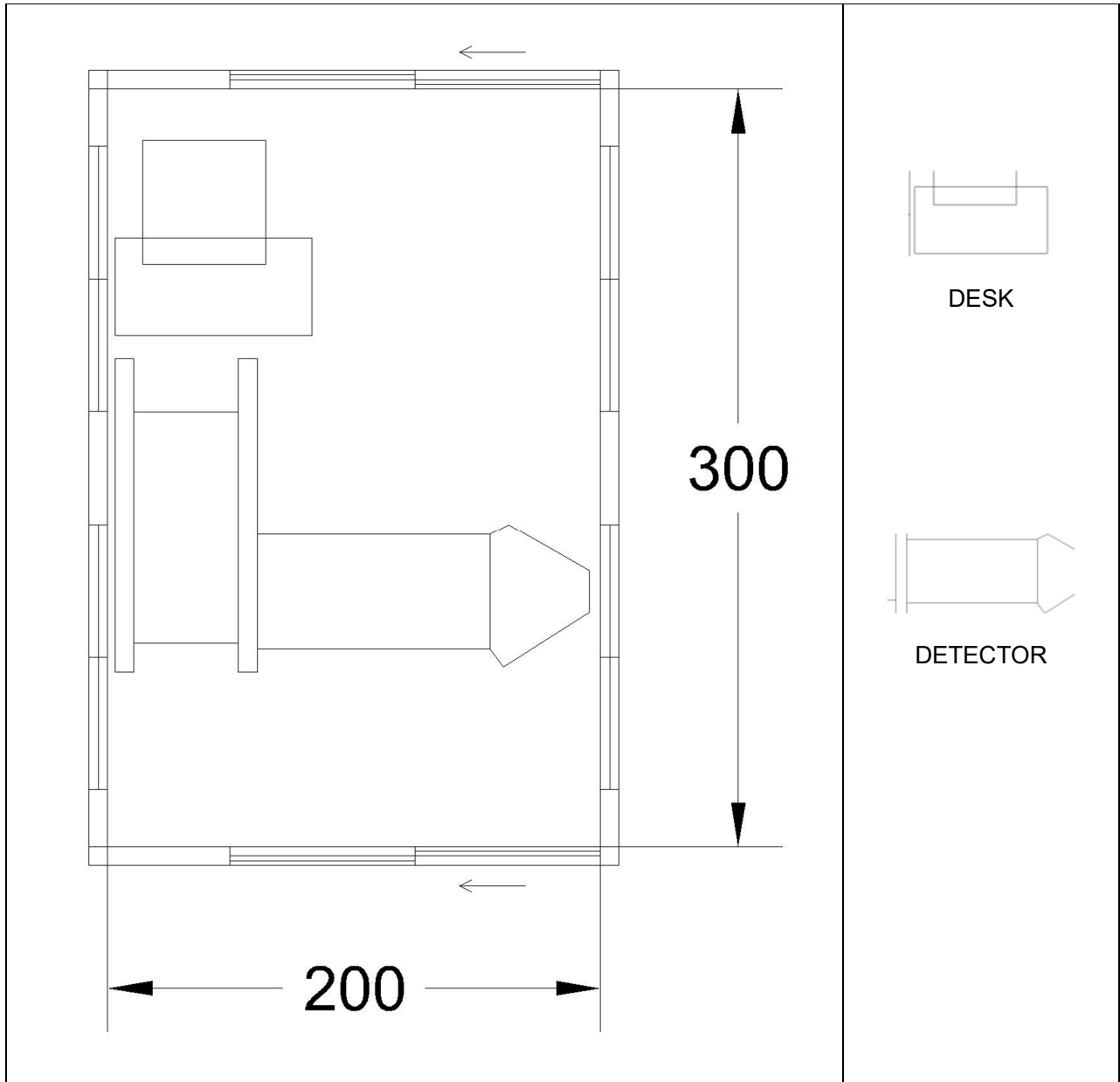
- An adequate space shall be provided to install a fire extinguisher installed inside the booth, in accordance with regulations.

3.4 FIXTURES

- Desk with drawer. Approximate dimensions: 40 cm x 80 cm x 75 cm.



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SIMILAR TO THIS ONE:





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ANEX A

LIST OF PREVIOUS WORK / BACKGROUND INFORMATION

The undersigned, in his/her capacity as.....

of the company, HEREBY DECLARES UNDER OATH that the information below is a list of previous work, in compliance with item 9 of these Technical Specifications.

Name of client or company	Address	Contact information Email / Phone	Dates of start and finish of services carried out

Signature:

Name:.....

Place and date:.....



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ANNEX B - PROOF OF VISIT
EXPE-USA 082/2024
DIRECT CONTRACTING BY SIMPLIFIED PROCEDURE N° 052/2024

I CERTIFY that the Mrs/ Mr.
of the firm they made the day..... of
..... 2024, the visit established in the "Visits" Point of the
Bidding Terms and Conditions.

Washington DC,.....of.....of 2024

Signature and Clarification of the Embassy Official



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ANNEX C
SWORN STATEMENT OF COMPLIANCE WITH INSURANCE AND
REGULATIONS ON HYGIENE AND SAFETY AT WORK

The undersigned, in his capacity as.....

of the company, HEREBY DECLARES
UNDER OATH that he/she will comply with the mandatory insurance and with the local regulations in
force regarding hygiene and safety at work.

Signature:

Name:.....

Place and date:.....



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**ANNEX D
QUOTE FORM
SIMPLIFIED ACQUISITION PROCUREMENT**

ITEM	DESCRIPTION	QUANT.	UNITS	TOTAL
1	PREFABRICATED SECURITY BOOTH	1	gl	
2	INSTALLATION			
3	TIME OF DELIVERY			
4	INDICATE WAY OF PAYMENT			
		TOTAL	GL	

This price will not include taxes because we are a tax exemption foreign government entity.

.....

.....US DOLLARS

Please write down the total amount of the offer in LETTERS AND NUMBERS.

Washington D.C,..... , 2024

Signature and name of Bidder
or Legal Representative