



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA

## SELECTION PROCEDURE

DIRECT CONTRACT by SIMPLIFIED PROCEDURE	Nº 95 Period: 2025
---	--------------------

### SUBMISSION OF OFFERS

**Objective of the Contract:**

The purpose of this tender is to contract corrective repairs to the air conditioning system in the Chancellery Building and Sarmiento Building belonging to Embassy of the Republic of Argentina in the United States of America, located at 1600 New Hampshire Ave NW, Washington DC 20009 in accordance with the technical specifications and other documents that govern this Tender.

File Nº 128/2025

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 July 1st, 2025 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	July 1st, 2025 at 10:30 am



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA

I-SPECIAL CONDITIONS  
DIRECT CONTRACT BY SIMPLIFIED PROCEDURE

1. PURPOSE OF THE CONTRACT

The purpose of this tender is to contract corrective repairs to the air conditioning system in the Chancellery Building and Sarmiento Building belonging to Embassy of the Republic of Argentina in the United States of America, located at 1600 New Hampshire Ave NW, Washington DC 20009 in accordance with the technical specifications and other documents that govern this Tender.

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 July 1st, 2025 by 10:00am.
- (b) Or by e-mail to [administracion@embassyofargentina.us](mailto:administracion@embassyofargentina.us) until July 1st, 2025 by 10:00am.

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



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA

NAME OF THE REPRESENTATION: EMBASSY OF THE ARGENTINE REPUBLIC

Direct Contract by Simplified Procedure N° 95/2025

OBJECT: "The purpose of this tender is to contract corrective repairs to the air conditioning system in the Chancellery Building and Sarmiento Building belonging to Embassy of the Republic of Argentina in the United States of America, located at 1600 New Hampshire Ave NW, Washington, DC 20009, in accordance with the technical specifications and other documents that govern this Tender."

Place, date and time for opening biddings: Embassy of Argentina, Administration Office, 1600 New Hampshire Avenue, NW, Washington DC, 20009, July 1st, 2025 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 July 1st, 2025 at 10:00am.

NAME OF BIDDER : .....

ADDRESS:.....

.....

.....

PHONE:.....

EMAIL:.....



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA

### 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.



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA

## 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:



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA

- (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

Embassy of Argentina located at 1600 New Hampshire Ave., NW, Washington, DC 20009.

11 – PERFORMANCE PERIOD

The service or goods must be presented at the Embassy of Argentina, Administration Office, 1600 New Hampshire Avenue, 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 (thirty) calendar days, starting from the presentation of the invoice, and after signing the corresponding Purchase 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.



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA

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.

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- INVOICING

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



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA

**UNOFFICIAL TRANSLATION  
EMBASSY OF THE REPUBLIC OF ARGENTINA  
IN THE UNITED STATES OF AMERICA  
REPAIRS – AIR CONDITIONING**

**TECHNICAL SPECIFICATIONS**

**OBJECT OF THE TENDER**

The purpose of this tender is to contract corrective repairs to the air conditioning system in the Chancellery Building and Sarmiento Building belonging to Embassy of the Republic of Argentina in the United States of America, located at 1600 New Hampshire Ave NW, in accordance with the technical specifications and other documents that govern this Tender. The work must be complete, comply with all current local codes and regulations, include all necessary insurance, and follow professional standards appropriate to the intended purpose.

**TIMEFRAME**

The period to carry out the work under this contract is ten (10) business days, counted from the day after the purchase order is signed.

**GENERAL CONDITIONS**

- **PERMITS AND APPROVALS:** All required permits and authorizations from the appropriate agencies for the complete execution of the tasks must be included.
- **INSURANCE:** The Contractor must obtain all insurance related to work risks, third-party liability, and property damage prior to the commencement of work.
- **WORK AREA ENCLOSURE AND BARRIERS:** The Contractor will enclose the work area as needed, in accordance with current local regulations and within the agreed timeline.
- **CLEANING:** The Contractor must maintain daily cleanliness at the worksite, including the final disposal of all waste and debris generated by the work.
- **WARRANTY:** The Contractor must guarantee all installation work and materials for a period of ONE (1) YEAR from the day after final acceptance.



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA

### TECHNICAL DESCRIPTION OF TASKS

The following repair work is to be undertaken:

#### 1. Repair of unit in the Oval Room, right side

##### Unit:

- Air Handler: Carrier M# FV4CNF002TOOAAA S# 111 OA82461
- Heat Pump: Carrier M# 25HCB318A0030010 S# 0310E16062

The following work is required:

- Dual-bulb UV light (Apco/Fresh Air) to prevent continued growth of mold/black biological fungi, viruses, bacteria, etc.
- EZ Trap (trap or float switch) for the drainage line to prevent water spillage due to clogged drainpipes
- Drain line cleaning with nitrogen to remove blockages and prevent condensate water overflow
- Condenser coil cleaning with chemical cleaner/detergent



*Inside the air handler unit on the right side of the Oval Room*



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA



## **2. Replacement of Compressor – Unit on the right in the Ambassador's Office**

Unit:

- Condensing Unit: Ruud M# RA 144BAJ1 NA S# W432037582
- Evaporator Coil: Ruud M# RCF4821STAMCA S# W402035101

The following work is required:

- Replacement of the compressor under warranty (labor only)
- Filter drier
- R410A refrigerant per unit
- Condenser coil cleaning with chemical cleaner
- Welding, leak testing, vacuuming, and system test
- Thermal expansion valve (TXV – refrigerant metering device)
- 20x25x5 MERV 11 air filter (included in the maintenance contract)
- Leak test with nitrogen



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA



### 3. Repair of Coil – for the Landlord's Room

Unit:

- Heat Pump: Carrier M# 25HCB318A00JO S# JJJOE15719
- Air Handler: Carrier M# FV4CNF002TOOAAA S# 1010A86087

The following work is required:

- Deep cleaning of the evaporator coil with chemical cleaner
- R410A refrigerant to complete the charge for each unit (2 units included)
- 20x20x5 MERV 11 air filter (included in the maintenance contract)
- Condenser coil cleaning with chemical cleaner



*Condition of the evaporator coil inside the air handler for the Landlord's Room. -*

### 4. Re-installation and re-insulation of ducts in the attic

The location and scope of work will be specified on site



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA

**ANNEX A  
PRICE QUOTE**

The undersigned, .....

on behalf and representing the .....Company, located at

.....

..... Phone number ..... E-mail.....

authorized to act on its behalf, and after reading the specific and technical conditions of this bid process, hereby submit the following quote.

DESCRIPTION	QUANT. (A)	UNITS	TOTAL PRICE
Repair of Unit in Oval Room, right side	GLOBAL	1	
Replacement of compressor, right side of office	GLOBAL	1	
Repair of coil – Service Quarters	GLOBAL	1	
Repair of coil – Service Quarters	GLOBAL	1	
TOTAL LINE ITEM:			

PRICE QUOTED IS IN US DOLLARS.

WRITE DOWN TOTAL COST OF THE OFFER, USING LETTERS AND NUMBERS.

.....

The price excludes all taxes because we are a tax exemption government entity.

Washington D.C. ...., 2025

.....  
Signature and name of the Bidder or Legal Representative



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA

## **ANNEX B**

### **PROOF OF VISIT**

I HEREBY CERTIFY that Mr./Ms. ....

representing the .....  
company, paid a visit to the site as established under the "Visit" section of the Terms and  
Conditions.

Washington D.C ....., 2025

.....  
Signature and printed name  
of the Embassy official