



EMBASSY OF ARGENTINA IN  
THE UNITED STATES OF AMERICA

SELECTION PROCEDURE

DIRECT CONTRACT by SIMPLIFIED PROCEDURE	Nº 040 Period: 2025
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SUBMISSION OF OFFERS

<p>Objective of the Contract: To hire a company to carry out repairs on the heating system pipes and the reconstruction of the ceiling of one office on the first floor of the Sarmiento building located at of this Argentine Embassy at 1811 Q St, NW Washington DC 20009, in accordance with the technical specifications and other documents governing the bidding process.</p>
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<u>File Nº 061/2025</u>
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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 March 20, 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	March 20, 2025 at 10:30 am



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I-SPECIAL CONDITIONS  
DIRECT CONTRACT BY SIMPLIFIED PROCEDURE

1. PURPOSE OF THE CONTRACT

To hire a company to carry out repairs on the heating system pipes and the reconstruction of the ceiling on the first floor of the Sarmiento building located at of this Argentine Embassy at 1811 Q St, NW Washington DC 20009, in accordance with the technical specifications and other documents governing the bidding process.

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 March 20, 2025 by 10:00am.
- (b) Or by e-mail to [administracion@embassyofargentina.us](mailto:administracion@embassyofargentina.us) until March 20, 2025 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° 040/2025

OBJECT: "To hire a company to carry out repairs on the heating system pipes and the reconstruction of the ceiling of one office on the first floor of the Sarmiento building located at of this Argentine Embassy at 1811 Q St, NW Washington DC 20009, in accordance with the technical specifications and other documents governing the bidding process".

Place, date and time for opening biddings: Embassy of Argentina, Administration Office, 1600 New Hampshire Avenue, NW, Washington DC, 20009, March 20, 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 March 20, 2025 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

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.



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#### 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.



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## UNOFFICIAL TRANSLATION

### HEATING PIPE REPAIRS CONSULAR SECTION

#### PURPOSE

The purpose of this contract is to carry out repairs on the heating system pipes and the reconstruction of the ceiling on top floor of the Sarmiento building.

#### SCOPE OF WORK

The scope of work includes the provision of equipment, materials, labor, and engineering (executive project), as well as scaffolding, tools, transportation, final disposal of debris, and any other necessary elements, whether they are detailed in this specification or not, to fulfill the purpose of this contract, ensuring its appropriate completion and safe execution.

The work must be completed in full, comply with current local norms and regulations, include all necessary insurance, and adhere to industry best practices according to the intended purpose.

#### DEADLINE

The deadline for the execution of the work under this contract is FIVE (5) DAYS, counted from the day after the approval or the required permits.

#### SITE VISIT

To ensure that bidders possess an accurate understanding of the nature of the interventions to be carried out, their challenges and costs, they must make a mandatory visit to the Embassy's facilities.

The "Representation" will facilitate all visits requested by the interested parties so that the Contractor may not later claim ignorance and/or unforeseen circumstances regarding the conditions under which the contract will be executed.

The visit must be carried out by the date and time indicated on the cover page of the Tender Document, after prior coordination with the "Representation," which will issue the corresponding Visit Certificate (ANNEX B), to be submitted along with the bid.

#### GENERAL INFORMATION

- **PERMITS AND AUTHORIZATIONS:** All necessary procedures for obtaining permits and authorizations from the relevant authorities for the complete execution of the work will be included.
- **INSURANCE:** Before starting the works, the Contractor must obtain all insurance policies related to work-at-height risks, third-party liability, and property damage.





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- **WORK AREA CLOSURE AND FENCING:** The Contractor shall secure the work area, as required, in accordance with applicable local regulations and within the timeframes specified in this document.
- **CLEANING:** The Contractor must maintain cleanliness at the work site on a daily basis, including the final disposal of waste and debris generated by the works.
- **WARRANTY:** The Contractor must guarantee the installation work and materials for TWO (2) years, starting from the day after the Final Acceptance.

## TECHNICAL SPECIFICATIONS

### 1. HEATING PIPE REPAIRS

The repair work includes:

- Removal of the damaged section of the pipe
- Replacement of the pipe section, including any necessary accessories
- Draining and purging of all radiators
- System startup

### 2. CEILING REPAIR

This item includes the following tasks:

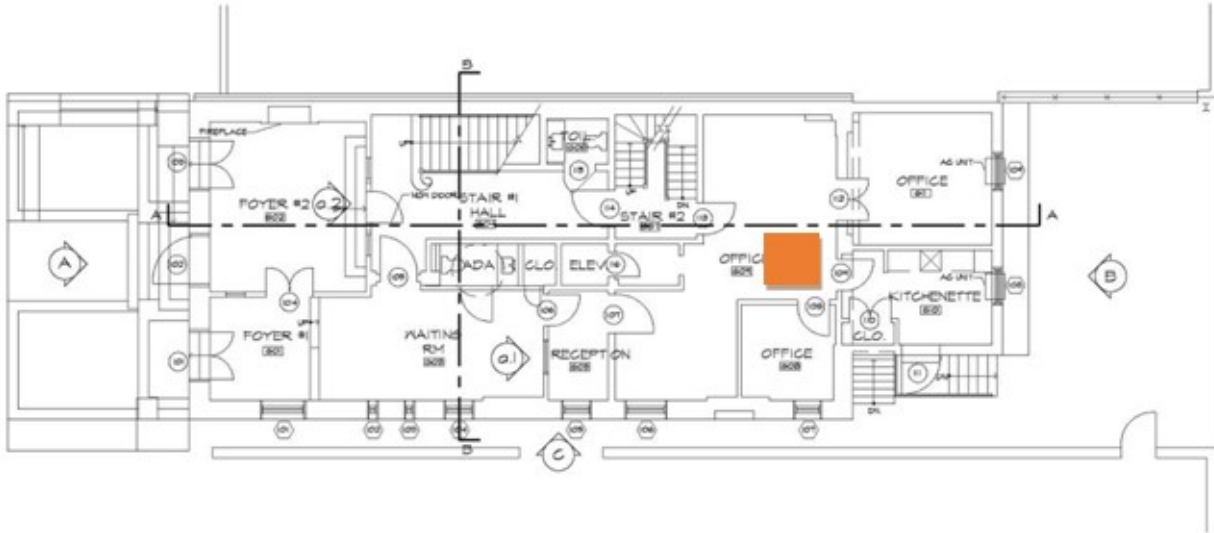
- Removal of the ceiling section affected (*indicating the area on the attached plan*)
- Reconstruction of the ceiling structure and finishing
- Application of at least THREE coats of interior latex paint throughout the room, including the walls
- Reinstallation of lighting fixtures (if necessary)





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### BLUEPRINT OF OFFICES ON GROUND FLOOR



GROUND FLOOR PLAN  
SCALE: 1/4"=1'-0" OPTION 1 ADA 10%



**CEILING SECTION WHERE WORKS ARE TO BE CARRIED OUT**



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**ANNEX A**

**QUOTATION FORM**

ITEM	DESCRIPTION	QTY	UNIT	TOTAL [US\$]
1	Heating pipe repairs	1	gl	
2	Ceiling reconstruction and painting	1	gl	
	<b>TOTAL</b>			

**NOTE:** The entire contract will be awarded to a single bidder.

Prices include taxes and social security contributions.

Amounts are in **UNITED STATES DOLLARS:**

.....  
.....

Signed in Washington D.C. on ..... (date), 2025

.....  
*Signature, name, and seal of the  
official from the Representation*



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ANNEX B

**RECORD OF VISITS MADE TO THE SITE**

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

who represents the .....company, visited the

Embassy premises on the ..... of ..... 2025. The company irrevocably agrees before the "Representation" that it will maintain strict confidentiality and will not disclose, divulge, or facilitate —whether verbally, in writing, or by any other means or medium, tangible or intangible, currently known or in the future— to any individual or legal entity, whether public or private. Furthermore, the company shall not use for its own benefit or for the benefit of any other individual or legal entity, public or private, any information obtained during the preparation of the quotation for services requested by the "Representation."

.....  
Signature and name of the Embassy Officer