

OPEN BID INVITATION

[FEASIBILITY STUDY FOR RENOVATION OF THE KOREAN EMBASSY]

1. **Description:** Feasibility study for renovation of the Korean Embassy

2. **Qualification**

- Business that registered for the Embassy's open bid following the procedures set out below and that meets basic qualifications (*Decree Article 12)
- Business holding an official and valid Business License in District of Columbia, VA or MD
- Business **not** related to any of these statuses: liquidation, M&A, disposal, legal composition, court receivership, and/or any types of legal disputes

3. **Registration Due:** Monday, May 9th, 2022 ~ Tuesday, May 17th, 2022, 11:59 p.m. (EST)

- Email the required documents below to generalusa@mofa.go.kr
- Registration form (**Attached [Form1]**) Registration form (**Attached [Form2]**)
- Valid business license (1 Copy)
- Brief portfolio (Company information of past performances and current references)
- Contract/Proposal (with service plans, details and schedules)

4. **Bidding Result:** To be informed individually after **Thursday, May 19th, 2022 by 11:59 p.m.**, via email or call

5. **Bidding Decisions:**

- We take the open competitive bidding method. Only bidders which submitted proposal estimate lower than EIR will be reviewed, and after the review the most qualified bidder will be awarded with the project. (Comprehensive factors, including EIR, size of the company, past performances, etc will be considered during review)

6. **Expected Amount Range:** Under USD 20,000.00

7. **Contract Schedule:**

- Contract Signing: Within 3 days from the result announcement
- ※ If the successful bidder does *NOT* wish to continue the contract, it is required that the bid deposit (5% of the EIR, waived at registration) be paid to the Embassy (*Decree Article 37, 38).
- **Contract Period:** TBD

8. **Bidding Invalidation:**

- Applicants that do not meet the stated qualifications will not be considered for this bid.
- Applications with insufficient, forged and counterfeit documents will not be considered (*Decree Article 76).

9. **Others:**

- All bidders are obliged to be fully aware of information specified in bid invitation. The Korean Embassy is not held responsible for any issues arising from misinterpretation by bidder.
 - The Korean Embassy promotes transparency and fairness in contracts (*Decree Article 5-2), and a successful bidder must sign 'Pledge to Implement Integrity Pact' and 'Confidentiality Agreement'.
 - The Korean Embassy may request bidding deposit, contract deposit and/or security deposit for defect repair according to the *Decree Article 37, 50, 62.
 - Any difference of interpretation would follow the interpretation of the Embassy.
- * Enforcement Decree of the Act on Contracts to Which the State Is A Party (Korea)

10. **Inquiry:** generalusa@mofa.go.kr, or 202-939-6472 (Forms can be found at overseas.mofa.go.kr)

May 9th, 2022
The Embassy of the Republic of Korea

[FORM 1] BIDDING REGISTRATION

| | | |
|-------------------------------|--|---|
| BUSINESS INFORMATION | NAME OF BUSINESS | BUSINESS REGISTRATION # |
| | ADDRESS | PHONE NUMBER |
| | CEO | E-MAIL ADDRESS |
| | BRIEF INTRODUCTION (SIZE, BUSINESS AREA, ETC.) | |
| BIDDING INFORMATION | BIDDING INVITATION # | The Korean Embassy Bidding Invitation #2022-2 |
| | PROJECT DESCRIPTION | Feasibility Study for Renovation of the Korean Embassy |
| MAIN POINT OF CONTACT | Name : Position/ Title : Direct number : E-mail : | |
| BIDDING DEPOSIT WAIVER | By entering the bid, it is agreed that our bidding deposit (5% of the EIR) is waived and will only be paid if we do <i>not</i> wish to continue the contract procedure as the successful bidder. | |

We, as a qualified business, would like to participate in the open bid at the Embassy of the Republic of Korea. We agree with all the conditions and procedures announced in the Open Bid Invitation, and thus submit all the required documents to enter the bid.

※ **Attachment:** Required documents mentioned in the Invitation

- Business License (1 Copy)
- Brief Portfolio (Past performances and current references, 1 Copy)
- Contract/Proposal (with service plans, details and schedules)

. . . 2022.

NAME _____ (SIGNATURE)

TO THE EMBASSY OF THE REPUBLIC OF KOREA

[FORM 2] BIDDING PRICE PROPOSAL

| | | | |
|---|--|-----------------------|--|
| PROJECT DESCRIPTION | Feasibility Study for Renovation of the Korean Embassy | | |
| BIDDING INVITATION # | The Korean Embassy Bidding Invitation #2022-2 | | |
| CONTRACT PERIOD | TBD | | |
| ORDERING ORGANIZATION | The Embassy of the Republic of Korea | | |
| BIDDING PRICE | \$ _____ (Sales Tax Exempt) | | |
| BIDDING DEPOSIT WAIVER (PLEDGE OF PAYMENT) | <p>※ By entering the bid, it is agreed that the waived bidding deposit will be paid If the <u>successful bidder</u> does <i>not</i> wish to continue the contract procedures.</p> <p>a. Bidding Deposit Rate: <u>5%</u> of the EIR (Enforcement Decree of the Act on Contracts(Korea) Article 37(Tender Bond))</p> <p>b. Payment method: Cashier's Check</p> <p>c. Payment to: 2450 Massachusetts Ave N.W., Washington D.C. 20008</p> | | |
| BIDDER INFORMATION | BUSINESS NAME | | |
| | ADDRESS | | |
| | CEO | | |
| | P O I N T O F C O N T A C T | NAME | |
| | | POSITION | |
| | | DIRECT PHONE # | |
| E-MAIL | | | |

I would like to submit my bidding price above with the attached contract for this bid.

. . . 2022.

NAME _____ (SINGNATURE)

TO THE EMBASSY OF THE REPUBLIC OF KOREA