



EMBASSY OF THE
UNITED STATES OF AMERICA
P.O. BOX 606 - 00621, VILLAGE MARKET
NAIROBI, KENYA

July 27, 2015

To: Prospective Quoters

Subject: Request for Quotations number SKE50015Q0003

Enclosed is a Request for Quotations (RFQ) for **Swimming Pool Maintenance**. If you would like to submit a quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 1449 that follows this letter.

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so. Prior to contract award, the successful offeror(s) will be required to have a DUNS number and be registered in SAM/CCR through the following sites: DUNS - www.dnb.com and SAM/CCR www.sam.gov

Quotations are due by **August 28, 2015 at 11.00am.**

Sincerely,

A handwritten signature in blue ink, appearing to read 'W. Quick', written over a light blue circular stamp.

William Quick
Contracting Officer