American Embassy
110 Ataturk Bulvari
Ankara, Turkey

Phone : (312) 457-7344
Fax No. : (312) 457-7391

GSO: ACQUISITIONS

Date : 8/27/2014
Solicitation No. : STU150-14-Q-3021 (PR3596674)
Solicitation Name : Proposal Request for Consular HVAC Upgrade

Dear Prospective Offerer:

The Embassy of the United States of America invites you to submit a proposal for the repair of the Consular HVAC Upgrade project at one of the U.S. Embassy's offices in Ankara.

If you are interested in submitting a proposal on this project, read the instructions in Section J of the attached Request for Quotation (RFQ).

If you intend to submit a proposal, you should thoroughly examine all documents contained in the contract solicitation package. If you so require, the Embassy will conduct a site visit (see L.6, 52.236-27) and the **site visit** will be held at Ataturk Bul., No. 110, Kavaklidere, Ankara **on September 2, 2014 at 2:00 p.m.**

Your **proposal must be submitted** electronically to FundahnMJ@state.gov and YalhiM@state.gov and in hard copy in a sealed envelope marked "Proposal Enclosed" to Michael Fundahn, U.S. Embassy Ankara, on or before **September 9, 2014, 2014 at 10:00 a.m**. No proposal will be accepted after this time.

Complete the OFFER portion of the Standard Form 1442, including all blank spaces, and have the form signed by an authorized representative of your company, or the proposal may be considered unacceptable and may be rejected.

In order for a proposal to be considered, you must also complete and submit the following:

1. Section A and Attachment 3, Proposal Breakdown by Divisions;
2. Section L, Representations and Certifications;
3. Bar Chart illustrating sequence of work to be performed;
4. Additional information as required in Section L.

The contract will be a firm fixed price contract, with no adjustment for any escalation in costs or prices of labor or materials. Each offeror will be responsible for determining the amount of labor and materials that will be required to complete the project, and for pricing its proposal accordingly.

Please be advised that each offeror is responsible for furnishing complete information to its subcontractors and suppliers should not be referred to the Embassy for determining the amount or quantities of materials required.

In the event of an unauthorized or unexcused delay in completing the project, liquidated damages in the amount of US$233 per calendar day will be assessed until substantial completion of the project is achieved.

The Contracting Officer reserves the right to reject any and all proposals and to waive any informality in proposals received. In addition, The Embassy reserves the right to establish a competitive range of one or more offerors and to conduct further negotiations concerning price and other terms before awarding the contract, or to award without discussions.

Please direct any questions regarding this solicitation to Michael Fundahn by letter or email FundahnMJ@state.gov and YalhiM@state.gov during regular business hours from 8:30 a.m. to 5:30 p.m. until 10:00 a.m. on September 3rd, 2014.

Sincerely,

Michael J. Fundahn
Contracting Officer