**American Embassy**
**110 Ataturk Bulvari**
**Ankara, Turkey**

**Phone : (312) 457 73 55**
**Fax No. : (312) 457 73 91**

**GSO/ACQUISITIONS**

**VIA EMAIL**

**Date : 07/17/2013**
**Solicitation No. : STU150-13-Q-3032 (PR2593750)**
**Solicitation Name: Proposal Request for Natural Gas Conversion of Koza 24 and Kemer 19 Bldgs.**

Dear Prospective Bidder,

The Embassy of the United States of America invites you to submit a proposal for Natural Gas Conversion of Koza 24 and Kemer 19 Bldgs.

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. The Embassy intends to conduct a site visit (see L.6, 52.236-27). All prospective offerors who are interested in this solicitation are invited to attend. The site visit will be held at the U.S. Embassy on June 23, 2013 at 10:00 a.m. Please submit your company's attendee names to CanturkG@state.gov no later than July 22th, 2013.

Your proposal must be submitted in a sealed envelope marked "Proposal Enclosed" to Glenn Lewis, U.S. Embassy Ankara, Ataturk Bulvari, No: 110 Kavaklidere on or before **Aug. 13, 2013 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 4, 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 subcontractor and suppliers, such as details and quantities required by the drawings and specifications. Subcontractors and suppliers should not be referred to the Embassy for determining the amount or quantities of materials required.

The construction completion time shall be no longer than 30 days, commencing after the date of notice to proceed. In the event of an unauthorized or unexcused delay in completing the project, liquidated damages in the amount of US$183.50 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 Glenn Lewis by letter or email LewisGK@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 July 31, 2013. Responses will be sent in writing to all contractors on our list of interested parties.

Sincerely,

Glenn K. Lewis
Contracting Officer