



November 4, 2010

Dear Prospective Offeror

SUBJECT: Request for Architectural and Engineering Qualifications

Architectural/Engineering services are needed for various construction and renovation projects. We will select an Architectural/Engineering firm based on technical qualifications. Firms wishing to be considered for this project should submit the attached Standard Form 330. I have attached instructions for completing this form.

We will evaluate firms based on:

- Relevant, professional qualifications of the firm for the type of work required;
- Specialized experience and technical competence in the type of work required;
- Demonstrated success on similar projects in terms of quality of work and compliance with schedules; provide examples with references of similar projects completed.
- Capacity to accomplish work;
- Licensed to perform this type of work
- Ability to accord the project design documentation with city of Kyiv Administration and other local authorities.
- Ability to understand spoken and written English;

Please submit a completed Standard Form 330 by 17:00 on November 23, 2010 at 4 Glubochytska Street, Artem Business Center, attn. Ina Erickson, Contracting Officer. Resumes of key individuals may be attached to this form. If you have any questions on this please give a call at 490-41-13.

Sincerely,


Ina Erickson
Contracting Officer
Attachments:
As stated SF 330

