



Kyiv, Ukraine
June 22, 2010

SUBJECT: Solicitation # SUP300-10-Q-0008
14 Nickolsko-Botanychna St., # 37 Renovation Project

Dear Prospective Quoters:

The Embassy of the United States of America invites you to submit a proposal for Construction services of US Government property located at 14 Nickolsko-Botanychna St., # 37, Kyiv, Ukraine. The services should include the full renovation and upgrade of the US Government owned apartment.

If you intend to submit a proposal, you should thoroughly examine all documents contained in the contract solicitation package and arrange for a personal inspection of the project site by a representative from your company. The Embassy intends to conduct a site visit, and all prospective offerors who have received a solicitation package will be invited to attend. **The site visit will be held at 14 Nickolsko-Botanychna St., # 37, June 29, 2010 at 11:00 am.**

Your proposal must be submitted in a sealed envelope marked "Proposal Enclosed" to the Contracting Officer Connie Oestreich at Artem Business Center located at 4 Glybochitska St. on or before 16:00 pm on July 7, 2010. No proposals will be accepted after this time.

Complete Part II 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 2 Breakdown of Price by Divisions of Specifications
2. Section L, Representations and Certifications
3. Bar Chart illustrating sequence of work to be performed

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 in its proposal accordingly.

Please be advised that each offeror is responsible for furnishing complete information to its subcontractors 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 date is September 15, 2010.

In the event of an unauthorized or unexcused delay in completing the project, liquidated damages in the amount of \$ 500.00 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 Connie Oestreich by letter or by telephone 490-4227, fax 490-4085 during regular business hours.

Sincerely,

Connie Oestreich
Contracting Officer
American Embassy
Kiev, Ukraine

