



Embassy of the United States of America

September 07, 2016

4, Igor Sikorsky St.,
Kyiv, 04112, Ukraine

SUBJECT: Request for Quotation SUP300-16-Q-0014
Cleaning, Snow Removal, Gardening and Light Maintenance Services at America House, Kyiv

Dear Prospective Quoter:

The Embassy of the United States of America invites you to submit a quotation for cleaning, snow removal, gardening and light maintenance services at America House located at 6 Pimonenko St., Kyiv, Ukraine.

The Embassy intends to conduct a site-visit on September 13, 2016 at 14:00 at 6 Pimonenko St., Kyiv, Ukraine, and all prospective quoters are invited to attend. See Section 3 of the attached Request for Quotations (RFQ).

Submit your quotation in by e-mail on or before **18:00 September 21, 2016** to KyivGSO@state.gov with subject line "Cleaning, Snow Removal, Gardening and Light Maintenance Services at America House, Kyiv". No quotations will be accepted after this time.

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

1. SF-1449
2. Section 1 pricing;
3. Section 5, Representations and Certifications;
4. Additional information as required in Section 3.

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable offer 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.

Direct any questions regarding this solicitation to Alla Biguniak, Contracting Assistant by e-mail KyivGSO@state.gov or by phone +38044-521-5579 during regular business hours.

Sincerely,


Joey Klinger,
Contracting Officer

