



Kyiv, Ukraine
July 31, 2015

SUBJECT: Solicitation # SUP300-15-Q-0008, Construction of Bocce Court at the Embassy Compound

Dear Prospective Quoters:

The Embassy of the United States of America invites you to submit a proposal for construction of Bocce court at the US Embassy compound located at 4 Igor Sikorsky Street, Kyiv, Ukraine.

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 will be invited to attend. **The site visit will be held at 4 Igor Sikorsky Street, Kyiv, Ukraine on August 7, 2015 at 11:00 a.m.**

Your proposal must be submitted in a sealed envelope marked "Proposal Enclosed" to the Contracting Officer at 4 Igor Sikorsky St. on or before 17:00 pm on August 17, 2015. 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.

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.

Estimated construction start date is August 21, 2015 and estimated completion date for this project is September 11, 2015. In the event of an unauthorized or unexcused delay in completing the project, liquidated damages in the amount of \$200.00 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.

Sincerely,


Gregory MacDonald,
Contracting Officer
American Embassy
Kyiv, Ukraine

