

Dear Prospective Bidder:

The Consulate of the United States of America invites you to submit a quotation for fulfillment of the following project:

Install new windows on the 1st, 2nd, and 3d floors of the Consulate Office Building located on 32 Pushkinskaya Street, Vladivostok. The project includes replacement of existing windows and installation of new plastic windows, putty and paint the windows jambs inside and outside. Scope of work is attached.

The tender's conditions:

All firms who respond to the solicitation must be technically qualified and financially responsible to perform the work. At a minimum, each Bidder must meet the following requirements when submitting their proposal:

- Have the necessary personnel, equipment and financial resources available to perform the work;
- Have all licenses and permits required by local law;
- Meet all local insurance requirements;
- Have no adverse criminal record;
- Have no political or business affiliation which could be considered contrary to the interests of the United States;
- Have good experience and past performance records; and,
- Identify specialized experience and technical competence required to construction the work in accordance with this solicitation.

The contract will be a firm, fixed price contract. The declared price is final and not subject to change. Each Bidder will be responsible for determining the expenditures that will be required to complete the project, and for pricing its proposal accordingly. The successful bidder should provide one year warranty for all services provided. The contract will be awarded to the technically qualified, lowest price bidder.

Payment for the services provided will be made via EFT within 30 days from the date the services are received AND receipt of proper, original invoice by the U.S. Consulate General in Vladivostok.

The approximate period of performance of work is end of September 2012. The declared price should be valid during 3 months. Please provide your total price with breakdown for the 1st, 2nd, and 3d floors.

If your firm is interested in this project, your representative is invited to attend the site visit, which will take place on **August 01, 2012 on 10:00 am** in the U.S. Consulate Office Building located on **32 Pushkinskaya Street**, Vladivostok, Russia.

All proposals must be submitted in a sealed envelope marked "Quotation Enclosed" to Mrs. Molly Fayen, Contracting Officer, 32 Pushkinskaya Street, Vladivostok, Russia, 690001 **before 6:00 pm on August 10, 2012**. Any proposals submitted after this deadline will not be considered.

Documentation for this project is on the site of the U.S. Consulate - <http://russian.vladivostok.usconsulate.gov/tenders.html>

In case of questions, please call Larissa Konischeva, Procurement assistant by telephone 2-703-723 or Andrey Balabin, Maintenance Foreman by telephone 2-703- 732 during regular business hours.

Sincerely,

Molly Fayen
Management Officer

SCOPE OF WORK

Install new windows on the 1st, 2nd, and 3d floors of the Consulate Office Building

The character and scope of the work are set forth in the contract. The Contractor shall furnish and install all materials required by this contract, subject to exceptions stated in the Specifications/Statement of Work for materials and equipment to be provided by or work to be performed by the Consulate or by others under separate contracts, or otherwise specifically indicated in the contract drawings or Specifications/Statement of Work as not included in the contract.

General

Services described herein are required for the U.S. Consulate located at 32 Pushkinskaya Street, Vladivostok, Russia. Work should be performed during working hours from 9AM to 5.30PM, Monday through Friday. All work and procedures shall be performed in conformity with the specifications and work requirements herein. All local labor standards for occupational safety and health apply to this contract.

Under the project the contractor shall remove existing windows and install 39 new plastic windows, 4 plastic balcony door, new window sills, facing the window jambs. Work must conform to technical specification. Window jambs must be puttied from outside. Balcony door must be removed, and new plastic door installed. Windows must be multiple-layered glass, and one sash. There must be mylar on the inner glass of window. The balcony door must be solid 90 cm. from bottom and glass upper. The window outside frame's color should be tan/brown. Old windows have to be taken out by the contractor. All work will be performed inside of the Consulate office building.

All materials must be purchased by the Contractor.

Approximate, maximum windows size is:

1st floor

1. Window H – 132cm W- 113cm – **2 ea.**
Window sill W – 50cm, window jamb W – 34cm
2. Window H – 135cm W- 114cm - **2 ea.**
Window sill W – 50cm, window jamb W – 41cm
3. Window H – 197cm W- 177cm - **1 ea.**
Window sill W – 50cm, window jamb W – 18cm

Stairwell

4. Window H – 149cm W- 113cm - **2 ea.**
Window sill W – 50cm, window jamb W – 42cm
5. Window H – 111cm W- 113cm - **1 ea.**
Window sill W – 79cm, window jamb W – 79cm

Basement

6. Window H – 112cm W- 86cm - **2 ea.**

Window sill W – 74cm, window jamb W – 74cm

2nd floor

7. Window H – 207cm W- 335cm - 1 **ea.**
Window sill W – 50cm, window jamb W – 31cm
8. Window H – 150cm W- 86cm - 2 **ea.**
Window sill W – 50cm, window jamb W – 43cm
9. Window H – 170cm W- 187cm -1 **ea.**
Window sill W – 50cm, window jamb W – 38cm
10. Window H – 153cm W- 182cm -1 **ea.**
Window sill W – 50cm, window jamb W – 41cm
11. Window H – 150cm W- 112cm - 2 **ea.**
Window sill W – 50cm, window jamb W – 41cm
12. Window H – 136cm W- 106cm - 2 **ea.**
Window sill W – 50cm, window jamb W – 36cm
13. Balcony door H – 219 cm W – 87 cm, jamb W – 50 cm. – 2 **ea.**

3d floor

14. Window H – 179cm W- 88cm - 2 **ea.**
Window sill W – 50cm, window jamb W – 41cm
15. Window H – 1179cm W- 101cm - 2 **ea.**
Window sill W – 50cm, window jamb W – 37cm
16. Window H – 172cm W- 182cm - 1 **ea.**
Window sill W – 50cm, window jamb W – 38cm
17. Window H – 149cm W- 181cm - 1 **ea.**
Window sill W – 50cm, window jamb W – 40cm
18. Window H – 139cm W- 115cm - 2 **ea.**
Window sill W – 50cm, window jamb W – 37 cm
19. Window H – 152cm W- 115cm - 2 **ea.**
Window sill W – 50cm, window jamb W – 42 cm
20. Balcony door H – 219 cm W – 87 cm, jamb W – 50 cm. - 2 **ea.**

Restroom

21. Window H – 149cm W- 100cm - 6 **ea.**
Window sill W – 50cm, window jamb W – 43 cm

22. Window H – 94cm W- 88cm - **4 ea.**

Window sill W – 50cm, window jamb W – 41 cm

NOTE: The above window sizes are not exact. However, this is the maximum size – not the minimum size. Contractors may submit bids using the approximate measurements or exact measurements. Contractors will have an opportunity to obtain exact measurements during the site survey and/or prior to commencement of the project.

Consulate will not provide materials for this project. Electricity, 220V single phase and water are available from the nearest work area.