



American Embassy Lusaka
General Services Office
Subdivision 694/Stand 100
Ibex Hill Road, Kabulonga
Lusaka
P.O. Box 31617
Tel.: +260-211-357000
Fax: +260-211-357224
Email: Lusaka-GSO-Contracts@state.gov

April 23, 2014

Dear offeror:

Subject: Request for Proposals Number SZA600-14-R-0007 – Painting Services for the US Embassy Lusaka

Enclosed is a Request for Proposal (RFP) for painting services. If you would like to submit a proposal, follow the instructions in Section M of the solicitation, complete the required portions of the attached document.

Please submit your proposal in a sealed envelope marked "Proposal Enclosed" for the attention of the Contracting Officer to the above address by **11:00 hours on May 23, 2014**. No proposals will be accepted after this time.

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

SF-1442.
Section B,
Section K, Representations and Certifications
Additional Information as required in Section L.

A pre-proposal conference has been scheduled for **May 8, 2014, at 11:00 hours** at the U.S. Embassy General Services Office, Lusaka, Zambia. All prospective offerors who have received a solicitation package will be invited to attend. If you would like to attend, please send your name, company and NRC / ID number to the American Embassy Lusaka via email: Lusaka-GSO-Contracts@state.gov by 12:00 hours on **May 07, 2014**.

Direct any questions regarding this solicitation in writing to the Contracting Officer, questions must be written in English and may be sent to: Lusaka-GSO-Contracts@state.gov

The U.S. Government intends to award a contract to the responsible company submitting an acceptable proposal at the lowest price. We intend to award a contract based on initial proposals, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Stenseth". The signature is written in a cursive style with a large initial "P".

Paul Stenseth
Contracting Officer