

April 02, 2021

Dear Prospective Offeror:

SUBJECT: Solicitation Number 19UP3021Q0011 for Embassy Generator Sets Routine Preventive Maintenance Services

The U.S. Embassy Kyiv invites you to submit a quotation for Embassy generator sets routine preventive maintenance Services.

Detailed information is provided in the attached Request for Quotation.

The Embassy intends to conduct a site-visit, and all prospective quoters are invited to attend. Site-visit will be held on April 21, 2021 at five locations according to the below schedule:

10:00- 10:45 - 4 Igor Sikorsky St.

11:00-11:45 - 17 Sonyachna St.

12:00- 12:45 - 54 Sichovykh Striltsiv St.

12:45-13:30 - 6 Pymonenka St. (this location and 54 Sichovykh Striltsiv St. have adjacent fence; therefore, no transportation is required).

14:00-14:45 - 5 Pokrovskaya St.

Site-visitors are responsible for logistics issues. The U.S. Embassy Kyiv will not provide transportation services to visitors to move between locations. Due to COVID-19 epidemic situation, all visitors must wear face masks and keep social distance during the site-visit.

For site-visit registration please provide your company name and its representative's data to [KyivSolicitations@state.gov](mailto:KyivSolicitations@state.gov) no later than 12:00 a.m. on April 19, 2021 with the reference to subject line "Embassy Generator Sets Routine Preventive Maintenance Services (19UP3021Q0011)".

The quotations must be submitted **by e-mail on or before 17:00 May 14, 2021** to [KyivSolicitations@state.gov](mailto:KyivSolicitations@state.gov) with subject line "Embassy Generator Sets Routine Preventive Maintenance Services (19UP3021Q0011)". No quotations will be accepted after this time. Note that if you are going to submit your quotation in archive folder, only ZIP-format should be used.

In order for a quotation to be considered, you must also 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 to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract 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 by e-mail [KyivSolicitations@state.gov](mailto:KyivSolicitations@state.gov) during regular business hours. Deadline for acceptance of questions is 17:00 April 23, 2021.

Sincerely,  
Charles Specht  
Contracting Officer  
U.S. Embassy Kyiv

