

October 5, 2020

Dear Prospective Quoter:

SUBJECT: Request for Quotations Number 19UP3021Q0001 for Gardening and Snow Removal Services at 5 Pokrovska St., 54 Sichovykh Striltsiv St. and 6 Pymonenka St. in Kyiv

The Embassy of the United States of America invites you to submit a quotation for gardening and snow removal services at residences located at 5 Pokrovska St., 54 Sichovykh Striltsiv St. and 6 Pymonenka St. in Kyiv. Request for Quotations is attached.

The Embassy intends to conduct a site-visit, and all prospective quoters are invited to attend. Site-visit will be held on October 9, 2020 at three locations according to the below schedule:

10:00- 11:00- 5 Pokrovska St.

12:00- 13:00 - 54 Sichovykh Striltsiv St.

13:00-14:00 – 6 Pymonenka St. (this location and 54 Sichovykh Striltsiv St. have adjacent fence; therefore, no transportation is required).

Site-visitors are responsible for logistics issues. The U.S. Embassy Kyiv will not provide transportation services to visitors to move between locations. All visitors will be provided with an opportunity to take all measurements if needed. 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 contact information, names of visitors, and names of tools (if any- measuring tape, etc.) no later than 10:00 on October 7, 2020 to KyivSolicitations@state.gov.

The quotations must be submitted **by e-mail on or before 17:00 November 4, 2020** to KyivSolicitations@state.gov with subject line “Gardening and Snow Removal Services (19UP3021Q0001)”. 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 during regular business hours. Deadline for acceptance of questions is 17:00 October 12, 2020.

Sincerely,

Raj Sriram
Contracting Officer
U.S. Embassy Kyiv