



EMBASSY OF THE
UNITED STATES OF AMERICA

P.O. BOX 606 - 00621, VILLAGE MARKET
NAIROBI, KENYA

Date: September 11, 2020

Dear Prospective Quoter:

SUBJECT: Solicitation Number **19KE5020Q0024 Media Monitoring Services**

The Embassy of the United States of America invites you to submit a quotation for Media Monitoring Services

This must be submitted on or before **Friday, September 25, 2020. 4.00pm East African Time.** No quotations will be accepted after this time and only soft-copy documents will be accepted. The Financial Proposal and the Technical Proposal must be submitted in separate emails. Submit to attention of Contracting Officer Aisha O'Neal email address NairobiGSO-Contracts@state.gov.

In order for a quotation to be considered, you must also complete and include in your submission the following:

1. SF 1449
2. Section 1, Pricing
3. Section 5, Representations and Certifications and ensure compliance with FAR 52.229-11 is completed with IRS Form W-14 found at www.irs.gov/w14
4. Additional information as required in Section 3

Direct any questions regarding this solicitation to **the Contracting Officer** by email NairobiGSO-Contracts@state.gov. Kindly reference the solicitation number for all communications.

Sincerely,

Aisha O' Neal
Contracting Officer