EMBASSY OF THE
UNITED STATES OF AMERICA
P.O. BOX 606 - 00621, VILLAGE MARKET
NAIROBI, KENYA

October 13th, 2020

Dear Prospective Vendor,

SUBJECT: REQUEST FOR QUOTATION NUMBER 19KE5021Q0001- CMR/R13013 SWIMMING POOL AND PUMP HOUSE

The Embassy of the United States of America, Nairobi, invites you to submit a quotation for Swimming Pool Construction at the CMR a as per attached scope of work.

The U.S. Government intends to award a contract to a responsible company submitting an acceptable quotation at a reasonable price. The RFQ does not commit the American Embassy to make any award. The Embassy may cancel this RFQ or any part of it.
Your proposal must be submitted in two separate attachments addressed to: To the Contracting Officer, American Embassy, through NairobiGSO-bids@state.gov; with a copy to OkumuDM@state.gov; **on or before October 29th, 2020 at 09:00AM**.
The subject heading should be as follows:

1. **RFQ. 19KE5021Q0001 FINANCIAL PROPOSAL:** This entails the price quotation indicating unit and total prices before VAT *(Must have the Company Letter Head or Company Stamp/ Seal including your quotation Reference Number).*

2. **RFQ.19KE5021Q0001 TECHNICAL PROPOSAL** *(Must not have your Letter Head or Company Stamp/Seal i.e. it should be on plain paper). Your quotation reference number is required on this which matches the price proposal number)*

Please note that **Mandatory Pre-proposal Conference and Site visits** have been scheduled as follows:
•***Monday October 19th, 2020 starting 11:00am***
•***Meeting Point:*** CMR Tate house Kyuna

Send names and ID number of one representative per company for the site visit by **9AM Friday 16th October 2020.**

The U.S. Government intends to award a purchase order/Contract to the responsible vendor submitting a technically acceptable quote with the lowest price, 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. Prior to contract award, the successful offeror(s) will be required to have a DUNS number and be registered in SAM/COR through the following sites: DUNS – www.dnb.com and SAM/CCR www.sam.gov.
Direct any questions regarding this solicitation to the **Contracting Officer, Nairobi** NairobiGSO-bids@state.gov during regular business hours.

Sincerely,

Aisha O'Neil
Contracting Officer