



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

February 13, 2020

Dear Prospective Vendor,

SUBJECT: PR8979304 COMMON AREAS CLEANING- 1 MAR TO AUG 31 2020

The Embassy of the United States of America, Nairobi, invites you to submit a quotation for provision of cleaning services as per attached scope of work.

The U.S. Government intends to award a Purchase Order 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 otienoBP@state.gov; **on or before February 24th, 2020 at 09:00AM.**

The subject heading should be as follows:

- 1. RFQ NO. PR8979304, PRICE PROPOSAL**
- 2. RFQ NO. PR8979304, TECHNICAL PROPOSAL**

Please note that Mandatory Site visits have been scheduled as follows:-

- Wednesday 19th February 2020 starting 10:00am.**
- Meeting Point: Roslyn Ridge**

Send names and ID number of representatives for the site visit by 10AM Tuesday 18th February 2020.

The U.S. Government intends to award a purchase order 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 and otienoBP@state.gov during regular business hours

Sincerely,


Lance Posey
Contracting Officer.



Requisition Number: PR8979304

Requisition Title: COMMON AREAS CLEANING-ICASS/PROG 1 MAR TO AUG 31 2020

Purchase Request: PR8979304

Request Type: Requisition

Requesting Office: AMERICAN EMBASSY NAIROBI

Issued on Wed, 29 Jan, 2020

Created on Wed, 29 Jan, 2020 by Juliet N. Wagana

Vendor:

NOVENDOR

UNITED STATES

Ship To:

Department of State

U.N. AVENUE GIGIRI; PO BOX 606,00621

ATTN: GSO-WAREHOUSE - 1901.0

NAIROBI

KENYA

Bill To:

Department of State

8900 NAIROBI PLACE

ATTN: FMC

WASHINGTON, DC 20521-8900

UNITED STATES

Funding:

Type	Amount(Local Currency)	Amount(USD)	Details
Commodity Accounting Line	0.00 KES	\$0.00 USD	

Item Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
1 Provide janitorial services at Rosslyn Ridge ... Provide janitorial services at Rosslyn Ridge Club House, guard house, children's playground, tennis court, basketball court, bus stop area, Facility Maintenance offices and toilets, and Security Guard offices and toilets as per the attached scope of work. STARTING: March 1 2020 through August 31 2020		month	6	Thu, 20 Feb, 2020	0.00 KES	0.00 KES
2 Provide janitorial services at Shanzu ... Provide janitorial services at Shanzu compound club house, Security Guard offices and children's playground as per the attached scope of work STARTING: March 1 2020 through August 31 2020		month	6	Thu, 20 Feb, 2020	0.00 KES	0.00 KES
3 Provide janitorial services at R-2002 ...		month	6	Thu, 20 Feb, 2020	0.00 KES	0.00 KES

Provide janitorial services at R-2002
External walkway and drive way area guard house
swimming pool area, tennis court and 4 external toilets facilities as per
attached scope of work.

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
4	Provide janitorial services at Fairfield ... Provide janitorial services at Fairfield compound club house, Security Guard offices, washroom and swimming pool area, bath and changing room as per the attached scope of work . STARTING: March 1 2020 through August 31 2020		month	6	Wed, 12 Feb, 2020	0.00 KES	0.00 KES

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
5	Supply and apply the detergents, ... Supply and apply the detergents, disinfectants, toiletries as per the attached SOW at Rosslyn Ridge compound. Supply and apply the detergents, disinfectants, toiletries as per the attached SOW at Rosslyn Ridge compound. STARTING: March 1 2020 through August 29 2020		month	6	Thu, 20 Feb, 2020	0.00 KES	0.00 KES

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
6	Supply and apply the detergents, ... Supply and apply the detergents, disinfectants, toiletries as per the attached SOW at Shanzu compound STARTING: March 1 2020 through August 31 2020		month	6	Thu, 20 Feb, 2020	0.00 KES	0.00 KES

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
7	Supply and apply the detergents, ... Supply and apply the detergents, disinfectants, toiletries as per the attached SOW at R-2002 External walkway and drive way area guard house and 4 external toilets, and pool cabana and facilities. STARTING: March 1 2020 through August 31 2020		each	6	Thu, 20 Feb, 2020	0.00 KES	0.00 KES

Item	Description	Part Number	Unit	Qty	Vendor Delivery	Unit Price	Extended Amount
8	Supply and apply the detergents, ... Supply and apply the detergents, disinfectants, toiletries as per the attached SOW at Fairfields common areas. STARTING: March 1 2020 through August 31 2020		month	6	Thu, 20 Feb, 2020	0.00 KES	0.00 KES

Total 0.00 KES

Status: Submitted**Approvals**

Required	Status	Reason	Approver	Approved By	Date
Not Required	Ready	Approver 6: Watcher - Optional Approver	Nairobi Watcher Group		
Required	Approved	Approver 1: Organizational Approver 1	Nairobi FM Approvers	Michael Dzingleski	Thu, 06 Feb, 2020
Required	Ready	Approver 3: Procurement Team	Nairobi Procurement Team		
Required	Pending	Approver 4: B&F	Nairobi Accounting		
Required	Pending	Approver 5: FMO	Nairobi FMO Group		
Required	Pending	Approver 7: Final Approver	Nairobi Contracting Officers		

Requisition Attachments

- ATTACHMENT by **Juliet N. Wagana** on *Thursday, February 6, 2020 at 1:21 PM*
2020 COMMON+AREAS+CLEANING+CONTRACT RR,Shanzu, R02 & FF.docx (44074 bytes)