

August 18, 2016

Dear Prospective Offeror:

SUBJECT: Request for Quotation Number SCA45516Q0009

The U.S. Consulate General in Montreal invites you to submit a quotation for painting services at the U.S. Consul General's Residence (CGR).

The U.S. Consulate intends to conduct a pre-quotation site visit on August 29, 2016, 10:00 A.M. at the Consul General's Residence. All prospective quoters who have received a solicitation package will be invited to attend. For additional information or arrange for access to the residence, please contact Michael Leger at 514-465-8038, and provide the names of all individuals planning to attend the site visit.

Proposals must be submitted in a sealed envelope marked "**Proposal Enclosed – SCA45516Q0009**" on or before **5:00 P.M. on September 2, 2016**. No proposal will be accepted after this time.

In order for a proposal to be considered, you must also complete and submit the following:

1. Section A.2, Price breakdown and VAT;
2. Section L, Representations and Certifications;
3. Bar Chart illustrating sequence of work to be performed;
4. Additional information as required in Section J.

The contract will be a firm fixed price contract, with no adjustment for any escalation in costs or prices of labor or materials. Each offeror will be responsible for determining the amount of labor and materials that will be required to complete the project, and for pricing its proposal accordingly.

Proposals can be submitted via courier to:

**U.S. Consulate Montreal
315 Place d'Youville
Suite 500
Montreal, QC H2Y 0A4
To the attention of Mark Atkisson, Contracting Officer**

NO ELECTRONIC OFFERS OR PROPOSALS WILL BE ACCEPTED.

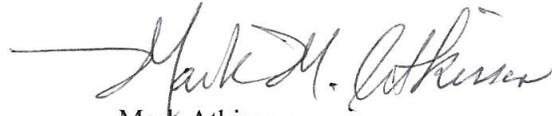
For this procurement action, prospective offerors must be registered within the Central Contractor Registration (CCR) which is now under the System for Award Management (SAM) in order to receive an award. Refer to the following link for details on the registration process: <http://www.sam.gov>

The U.S. Government intends to award a contract to the responsible company submitting an acceptable offer at the lowest price. We intend to award a contract based on initial proposals, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Questions regarding this solicitation should be submitted to Michael Leger and Mark Atkisson at the following email addresses Legerml@state.gov and AtkissonMM@state.gov or by fax to 514-398-0973 Attention: Mark Atkisson.

The U.S. Consulate General Montreal appreciates your interest in this solicitation.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark M. Atkisson". The signature is fluid and cursive, with a long horizontal stroke extending to the left from the start of the name.

Mark Atkisson
Contracting Officer
U.S. Consulate General