

October 18, 2007

To: All Prospective Bidders

Subject: Invitation For Bids
Solicitation No. S-DMS-08-B-0009

The Embassy of the United States of America, Damascus invites you to submit your quotations to renovate the General Services Office (GSO) in accordance with attached scope of works. A detailed breakdown of prices and description of materials must be provided for each phase of the project. The GSO Building renovation project requires upgrading of the electrical system, gentlemen bathroom area, GSO windows, floor tiles, painting and some construction of new walls between offices.

A walkthrough visit and pre proposal meeting to discuss the terms and conditions and answer your questions, if any, has been scheduled for **November 04, 2007 at 10:00** . If you would like to attend, please do not hesitate to call the Embassy's representative Eng. Firas Al-Zogbi at Tel: 3391 4927 or Mr. Farouk M. Hashem at Tel: 3391 3559 before the due date to arrange for your access to the Embassy.

All bids must be received in sealed envelopes on **November 12, 2007 before 16:30** at the back gate of the embassy located at Al-Mansour Street No. 2 – Abu Romaneh. Please mark all envelopes as follows:

Price Quotation for: “GSO Building Renovation Project”
Attn: Ms. Susan M. Walsh
Contracting Officer
American Embassy Damascus, Syria

Received late offers will not be considered. 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.

Sincerely

Susan M. Walsh
Contracting Officer