



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

December 29, 2009,

Dear Prospective Quoter:

SUBJECT: Solicitation Number S500-09-Q-0130 – Tree Planting for the American Embassy Compound.

The Embassy of the United States of America invites you to submit a quotation for Design and planting of trees at the American Embassy Compound, United Nations Avenue, Gigiri.

All prospective quoters who have received a solicitation package will be invited to Quote. See Section 3 of the attached Request for Quotations (RFQ).

Your quotation must be submitted in a sealed envelope marked "Quotation Enclosed" to the Contracting Officer, American Embassy, United Nations Avenue, Gigiri on or before January 12, 2009 at 3.00 p.m. No quotation will be accepted after this time.

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

1. SF-1449
2. Section 1, Block 23
3. Section 5, Representations and Certifications;
4. Additional information as required in Section 4, Evaluation Factors.

Direct any questions regarding this solicitation to John Klimowski /Jane Njung'e by letter or by telephone 020-3636000 during regular business hours.

Sincerely,

A handwritten signature in black ink, appearing to read "John Klimowski", followed by a stylized flourish or mark.

John Klimowski  
Contracting Officer