



United States Department of State

Port-au-Prince, Haiti

February 28 2020

Dear Sir/Madame

SUBJECT: Request for Architect/Engineer Qualifications

Architect/Engineer services are needed for Seismic Survey at Embassy residence. We will select an Architect/Engineer firm based on technical qualifications. Firms wishing to be considered for this project should submit the attached Standard Form 330. I have attached instructions for completing this form.

We will evaluate firms based on:

- Relevant, professional qualifications of the firm for the type of work required;
- Specialized experience and technical competence in the type of work required;
- Demonstrated success on similar projects in terms of quality of work and compliance with schedules;
- Capacity to accomplish work;
- Knowledge of locality of project; and,
- All licenses and permits required by local law. If offeror already possesses the locally required licenses and permits, a copy shall be provided.

Please submit a completed Standard Form 330 by March 13 2020. Resumes of key individuals may be attached to this form.

If you have any questions on this, please contact us at Port-au-PrinceGSOProcurement@state.gov.

Sincerely,

Jeffrey Hanley
Contracting Officer

Attachments:

As stated