



USAID
FROM THE AMERICAN PEOPLE

Solicitation for U.S. Personal Services Contractor

Position Title: Medical Advisor, GH/OHA/SCMS
Solicitation Number: M/OAA/GH/OHA-09-0008
Issuance Date: March 31, 2009
Closing Date: May 4, 2009
Closing Time: 12:00 P.M. EST

Dear Prospective Applicants:

The United States Government, represented by the U.S. Agency for International Development (USAID), is seeking applications (**Optional Form 612 only**) from qualified U.S. Citizens and U.S. Permanent Residents to provide personal services as a Medical Advisor under a Personal Services Contract (PSC), as described in the attached solicitation.

Submittals shall be in accordance with the attached solicitation at the place and time specified above. Applicants interested in applying for this position **MUST** submit the following application materials:

1. A current resume. Complete and **hand-signed** U.S. Government application form OF-612; and
2. Supplemental documentation specifically addressing and demonstrating the Quality Ranking Factors (QRFs) specified in the attached solicitation.

Submission of a resume alone, without the above-cited documents, IS NOT a complete application. Incomplete or unsigned applications will not be considered. An original application package (which includes the resume, **signed** OF-612 and supplemental documentation) shall be mailed or hand-delivered to the address below. An e-mailed copy of the complete application package shall also be submitted before the closing date to the e-mail address below:

Sandra R. Harrell
U.S. Agency for International Development
Bureau for Global Health GH/OHA
Ronald Reagan Building Room 7.09-062
1300 Pennsylvania Ave, NW
Washington, D.C. 20523
Email: sharrell@usaid.gov

Applicants may be required to submit additional documentation to address the evaluation factors in the solicitation. Applicants should retain for their record copies of all documents submitted. Questions regarding this solicitation may be directed to Sandra R. Harrell at sharrell@usaid.gov.

Sincerely,

Lisa M. Bilder
Contracting Officer