



USAID
FROM THE AMERICAN PEOPLE

December 30, 2008

Subject: Request for Proposal, Evaluation Services
Solicitation Number M/OAA/GRO/ALPS-08-1023

Dear Offeror:

Enclosed is a Request for Proposal (RFP) for the procurement of an Indefinite Quantity Contract (IQC) for Evaluation Services. Please provide this office with a cost and technical proposal to accomplish the work described in the attached Statement of Work, no later than 4:00 p.m. Eastern Standard Time on February 26, 2009.

The U. S. Government anticipates awarding up five (5) contracts under small business set-aside(s) as a result of this solicitation. The Agency reserves the right to award more or less awards than the anticipated number of contracts stated above.

This is a multiple-award Indefinite Quantity Contract for Evaluation Services with an overall ceiling price of \$125,000,000. The maximum aggregate dollar value of all task orders awarded to all contractors cannot exceed the contract ceiling. This ceiling is not being subdivided among the number of awardees nor is it being multiplied by the number of awardees. Five awards are anticipated under the IQC. The period of performance for this procurement will be for five (5) years consisting of a three-year base period and two one year options.

Proposals submitted in response to this RFP will be received in the following manner: via regular mail, or hand carried. Proposal may also be forwarded by Courier or Overnight Mail Service. Our address is:

Hand-Carried Address:

U.S. Agency for International Development
Office of Acquisition and Assistance, M/OAA/GRO/ALPS
Ronald Reagan Building
1300 Pennsylvania Avenue, NW
Lobby Entrance on 14th Street
Washington, DC 20523-7100

Attention: Ray Carmichael, (202) 712-4433 or
William Reynolds, (202) 712-5922

Mailing Address:

William Reynolds, Contracting Officer
U.S. Agency for International Development
Office of Acquisition and Assistance, M/OAA/GRO/ALPS, Rm. 7.9-74
Ronald Reagan Building
1300 Pennsylvania Avenue, NW
Washington, DC 20523-7100

All submittals must be **received** by the closing date and time stated above.

If you should have any questions concerning this request, please contact Ray Carmichael at
via email at rcarmichael@usaid.gov or (202) 712-4433.

This solicitation in no way obligates USAID to award the proposed contract, nor does it
commit USAID to pay any costs incurred in the preparation and submission of the requested
information.

Sincerely,



for:

William Reynolds
Contracting Officer/ Division Chief
M/OAA/GRO
Office of Acquisition and Assistance

Enclosure:

Solicitation