



*Embassy of the United States of America
Av. de Portugal, Praia dos Coqueiros
Dili, East Timor*

February 11, 2020

To: Prospective Quoters

Subject: Request for Quotations number **19TT1020Q0007**

Enclosed is a Request for Quotations (RFQ) Semi-annual preventive maintenance service for BAS of the chancery HVAC system at American Embassy Dili, Timor-Leste. If you would like to submit a quotation, follow the instructions in Section G of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 1449 that follows this letter.

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Quotations are due by **March 2, 2020 at 17:00hour Local time.**

Sincerely,

A handwritten signature in blue ink, appearing to read "Christopher Pritchett".

Christopher Pritchett
Contracting Officer

Enclosure