

PRESOLICITATION NOTICE: *Acquisition of Plexiglas Materials for U.S. Embassy Athens, Greece*

PURPOSE

This is a Pre-Solicitation Notice only. All interested offerors are invited to read the below requirements thoroughly; no responses are expected and or requested by this notice. The U.S. Embassy Athens, Greece issues this notice with intent to provide an opportunity for all interested offerors to prepare appropriately for the possible issuance of a Request for Quotation (RFQ).

This notice is not a request for quotation; the intent of this notice is for pre-solicitation / informational purposes only. No award will be made on the basis of responses received in lieu of this notice.

BACKGROUND

The U.S. Embassy Athens, Greece has a requirement and provides this notice with intent to reach out to firms that may be interested in providing offers for the acquisition and delivery of Plexiglas Sheets.

PROPOSED CONTRACT ACTION

The offeror(s), upon being awarded the contract, shall provide goods and services as described herein to meet the mission requirements of the U.S. Embassy Athens, Greece.

Accordingly, the U.S. Embassy Athens, Greece plans to issue the following solicitation (RFQ):

1. RFQ Title: Purchase and Delivery of Plexiglas Sheets for U.S. Embassy Athens, Greece.
2. RFQ issuance date: Mid May 2015.
3. RFQ issuance method: The solicitation will be posted to the website of the U.S. Embassy Athens, Greece at <http://athens.usembassy.gov> and under the “*Business Opportunities*” section. The awardee will be required to speak, write and comprehend materials provided and correspond in the English language.
4. RFQ response date: End May 2015.
5. Award date: Early June 2015.
6. Award procedures: In accordance with FAR 15.3 Source Selection.
7. Duration of performance period: This is a one-time procurement.
8. Place of performance: Athens, Greece.
9. Special contract requirements: Appropriate packaging and delivery of all materials to designated address(es) in Attica.

The Contractor shall possess all permits, licenses and any other appointments required for the proper execution of all duties and or work specified under this contract.

Interested parties are reminded that information furnished hereunder may be subject to disclosure under the Freedom of Information Act (FOIA). Therefore, all items that are confidential to business, or contain trade secrets, proprietary, or personnel information must be clearly marked. Marking of items will not necessarily preclude disclosure when the U.S. Embassy Athens determines disclosure is warranted by FOIA. However, if such items are not marked, all information contained within the submitted documents will be deemed releasable.