

**REQUEST FOR QUOTATION
(THIS IS NOT AN ORDER)**

THIS RFQ IS IS NOT A SMALL BUSINESS SET-ASIDE

Page 1 of 2

1. REQUEST NO. SGT50016Q0066	2. DATE ISSUED 07/29/2016	3. REQUISITION/PURCHASE REQUEST NO. PR5501845	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING
5a. ISSUED BY AMERICAN EMBASSY GUATEMALA CITY Avenida Reforma 7-01, Zona 10, ATTN: GSO - PROCUREMENT SECTION Guatemala,		6. DELIVER BY (Date) 09/19/2016		
5b. FOR INFORMATION CALL (NO COLLECT CALLS)			7. DELIVERY	
NAME Patricia Villeda		TELEPHONE NUMBER 2326-4274		9. DESTINATION a. NAME OF CONSIGNEE AMERICAN EMBASSY GUATEMALA CITY
8. TO:			b. STREET ADDRESS 7-01 AVENIDA DE LA REFORMA, ZONE 10, ATTN: GSO	
a. NAME N/A		b. COMPANY NOVENDOR		c. CITY GUATEMALA CITY
c. STREET ADDRESS			d. STATE	
d. CITY		e. STATE	f. ZIP CODE	e. ZIP CODE
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5A ON OR BEFORE CLOSE OF BUSINESS (Date) 08/19/2016		IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5A. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or services. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter.		

11. SCHEDULE (Include applicable Federal, State and local taxes)

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
	SEE LINE ITEMS				
12. DISCOUNT FOR PROMPT PAYMENT		a. 10 CALENDAR DAYS (%)	b. 20 CALENDAR DAYS (%)	c. 30 CALENDAR DAYS (%)	d. CALENDAR DAYS NUMBER PERCENTAGE

NOTE: Additional provisions and representations [] are [] are not attached.

13. NAME AND ADDRESS OF QUOTER			14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15. DATE OF QUOTATION
a. NAME OF QUOTER			16. SIGNER		b. TELEPHONE
STREET ADDRESS					
c. COUNTY			a. NAME (Type or print)		AREA CODE
d. CITY	e. STATE	f. ZIP CODE	c. TITLE (Type or print)		NUMBER

11. SCHEDULE

(Include applicable Federal, State and local taxes)

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
1	CLEANING SUPPLIES: PURCHASE OF KLEENEX ROLL TOWELS, 6X 305m (KIMBERLY CLARK - SAP30204303) SAME OR EQUAL Funding Information: Total: \$0.00 ----- \$0.00	720.00	RO	\$0.00	\$0.00
2	PURCHASE OF PLASTIC BAG, 24" X 24" X 3mm - BLACK COLOR (PACK OF HUNDRED) Funding Information: Total: \$0.00 ----- \$0.00	150.00	PG	\$0.00	\$0.00
3	PLASTIC BAG, 36" X 58" X 5mm - BLACK COLOR (PACK OF HUNDRED) Funding Information: Total: \$0.00 ----- \$0.00	50.00	PG	\$0.00	\$0.00
4	PURCHASE OF FOAM SOAP WITH MOISTURIZER (KIMBERLY CLARK - SAP30197006) SAME OR EQUAL Funding Information: Total: \$0.00 ----- \$0.00	144.00	EA	\$0.00	\$0.00
5	PURCHASE OF PLEDGE SPRAY CLEANER (18 DZ. = 216 UNITS) SAME OR EQUAL Funding Information: Total: \$0.00 ----- \$0.00	216.00	EA	\$0.00	\$0.00
6	PURCHASE OF GLADE DEODORANT (ROCIADO FACIL/EASY SPRAY), SIZE 400 ml (18 DZ. = 216 UNITS) IN SCENTS LAVANDA, FLOWER, FRESH, HAWAII BREEZE, APPLE-CINNAMON, PARADISE BLUE, SAME OR EQUAL Funding Information: Total: \$0.00 ----- \$0.00	216.00	EA	\$0.00	\$0.00