



Embassy of the United States of America

Guatemala, October 19, 2016

To: Prospective Quoters

Subject: Request for Quotations number SGT50017Q0004 – Purchase of 26,000 gallons of Used Motor Oil.

Enclosed is a Request for Quotations (RFQ) for the purchase of Used Motor Oil over the period of six months. If you would like to submit a quotation, please complete the required portions of the attached documents and submit your offer to:

GuatemalaBids@state.gov

Please **use ONLY the address provided above** to send your offer, as offers sent to any other email addresses will not be considered valid.

The U.S. Government intends to award a purchase order to the responsible company submitting a technically acceptable offer at the lowest price. We intend to award a 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 Thursday, November 03, 2016 by COB 17:00 hours.

Sincerely,

Aaron C. Truax
Contracting Officer

Enclosure