Consulate General of the United States of America
Ho Chi Minh City, Vietnam

September 9, 2015

To: Prospective Quoters

Subject: Request for Quotation number PR#4509438

Enclosed is a Request for Quotation (RFQ) for **Conference Room Reconfiguration** of the U.S.Consulate General Ho Chi Minh City. If you would like to submit a quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 1442 that follows this letter.

Your quotation must be submitted in a sealed envelope marked "Quotation Enclosed" to:
GSO-Contracting Officer
RFQ# PR4509438 – Conference Room Reconfiguration at Diamond Plaza
4 Le Duan Street, District 1
Ho Chi Minh City, Vietnam

on or before 15:00 on Sep 23, 2015

A site visit will be held on Sep 16, 2015 at 10:00 at 7 Mac Dinh Chi Street, District 1, Ho Chi Minh City, Vietnam. Please contact **Ms Nhu** at NguyenNH1@state.gov before 12:00 Sep 15, 2015 to arrange entry to the site.

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.

Please e-mail any question regarding this request for quotation to Mr. Matthew Hetrick at HetrickMR@state.gov

Sincerely,

Matthew R. Hetrick
Contracting Officer