



*Embassy of the United States of America*

*Dublin, Ireland*

*10 October, 2012*

To: Prospective Quoters

Subject: Request for Quotations number SOI300-13-R-0001

Enclosed is a Request for Quotation (RFQ) *for preventative maintenance of air conditioning units for American Embssy Dublin.*

If you would like to submit a proposal and 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 1449 that follows this letter.

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable proposal/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 *Monday, October 22nd, 2012 at 3:00 p.m.*

*Quotations may be delivered in hard copy or via email to Emmet Downey, email: [DowneyEJ@state.gov](mailto:DowneyEJ@state.gov),*

Sincerely,

A handwritten signature in black ink, appearing to read "Ann Granatino", written over a horizontal line.

Ann Granatino  
Contracting Officer