



Embassy of the United States of America

April 28, 2016

U.S. Embassy Vilnius
Akmenų 6, Vilnius
LT 03106, Lithuania

Dear Prospective Quoter:

SUBJECT: Solicitation Number SLH50016Q0005

The Embassy of the United States of America invites you to submit a quotation for Generator Preventative Maintenance Services.

Enclosed is a Request for Quotations (RFQ) for Generator Preventative Maintenance Services. If you would like to submit a quotation, follow the instructions in Section 3 page 25 of the solicitation and complete the required portions of attachment 1 - Pricing Matrix. Please fill out only "Price" columns without VAT in Pricing Matrix. Submit all documents to Vilnius.Procurement@state.gov

Quotations are due by COB May 17th, 2016.

The U.S. Government intends to award a contract to the responsible company submitting an acceptable quotation at the lowest price.

The U.S. Embassy will conduct a *pre-quotation conference/site visit* on **Tuesday, May 10th, 2016, 10:00 a.m.** at U.S. Embassy Vilnius, Akmenų 6. All prospective quoters are invited to attend and must email the names of attendees and their company name to Vilnius.Procurement@state.gov by May 9th, 9:00am to arrange entry to the building.

Direct any questions regarding this solicitation to email Vilnius.Procurement@state.gov Monday - Friday between 8:00am and 5:00pm.

Sincerely,

Dominic Ibarra
Acting Contracting Officer