



*Embassy of the United States of America*

June 22, 2016

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

Dear Prospective Quoter:

SUBJECT: Solicitation Number SLH50016 Q 0193

The Embassy of the United States of America invites you to submit a quotation for Cafeteria expansion for U.S. Embassy Vilnius.

Enclosed is a Request for Quotations (RFQ) for Cafeteria expansion. If you would like to submit a quotation, follow the instructions in paragraph B and C page 21-22 of the solicitation. Please submit all documents to [Vilnius.Procurement@state.gov](mailto:Vilnius.Procurement@state.gov)

**Quotations are due by COB July 8<sup>th</sup>, 2016.**

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

The Embassy will conduct a *pre-quotation conference/site visit* on **June 29<sup>th</sup>, 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](mailto:Vilnius.Procurement@state.gov) by **June 28<sup>th</sup>, 2 p.m.** to arrange entry to the building.

Direct any questions regarding this solicitation to inbox [Vilnius.Procurement@state.gov](mailto:Vilnius.Procurement@state.gov) Monday-Friday between 8:00 a.m. and 5:00 p.m.

Sincerely,

  
Kelli Ketover  
Contracting Officer