

Dear Prospective Offeror/Quoter:

The American Embassy Luxembourg, Luxembourg, has a requirement for a contractor to provide the installation of A/C units. You are invited to submit a quotation. The Request for Quotations (RFQ) consists of the following sections:

1. Standard Form SF-18
2. Basic information, statement of work or specifications and technical qualifications.
3. Late quotation rules and evaluation method.

The Embassy plans to award a purchase order. You are encouraged to make your quotation competitive. You are also cautioned against any collusion with other potential offerors with regard to price quotations to be submitted. The RFQ does not commit the American Embassy to make any award. The Embassy may cancel this RFQ or any part of it.

Interested Offeror/quoters are invited to contact Emmanuel Wojcik (wojcikej@state.gov) or Olivier Herdzik (herdziko@state.gov) in order to receive the request for quotation documentation.

Sincerely,

Linda C. Cunningham
Contracting Officer

Enclosure:
As Stated.