

Ref: Quotation for purchase of new Vehicle for Agency.

SMT850-12-Q-0006

Attached please find a copy of the form SF 0018 that needs to be filled in. The U.S. Embassy cannot accept a quotation written by e-mail unless the proper form (see attached) are filled and signed.

Please print out document, fill in the required details, scan/ send by email or hand delivered as specified in the scope of work,

1. Request Number – SMT850-12-Q-0006
2. Date Issued – 07/19/2012
3. SMT850-12-Q-0006
4. Leave Void.
5. General Services Officer
6. Delivery Date – Please specify estimated date of delivery of vehicle from date of purchase,
7. Leave Void.
8. Details of Company.
9. Leave Void.
10. Last date to submit quotations. **07/31/2012**
11. Schedule – please state basic vehicle information, model, make, etc in detail as possible. Cost for registering of plates needs to be included in total cost. VIP Cost needs to be listed as Tax free, as a diplomatic mission we are exempted from paying tax.
12. Any discounts and additional provisions and representations.
13. Details of Company.
14. Signature of person authorized to sign quotation.

VIP: If more than one vehicle is being quoted please print the SF 00018 per each vehicle quoted.