

U.S. Embassy Kathmandu
Date: February 24, 2016

To: Prospective Quoters

Subject: Request for Quotations number **SNP 400-16-R-3252**

Enclosed is a Request for Quotations (RFQ) for **Annual Maintenance Contract for Electrical Switchgear at US Embassy Kathmandu, Nepal**. If you would like to submit a 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 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 March 24, 2016 before 17:00 hour's local time.

1. Complete Standard Form SF-1449 (Block No. 17a, 23, 24, 26, 30a, 30b, 30c).
2. Complete Section 1, Pricing
3. Performance schedule in the form of "bar chart"/ or Excel Spread Sheet and Business Management/Company Profile and Technical Proposal.
4. A statement that demonstrates you understand the Scope of Work Clearly.

Sincerely,



Paul G. Stenseth
Contracting Officer

Enclosure