



*Embassy of the United States of America*

Panama, Republic of Panama

June 12, 2012

Dear Prospective Offeror:

Subject: Request for Quotations number **SPM07012Q0027**

Enclosed is a Request for Quotations (RFQ) for loding services for the US Embassy Panama. 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 ***June 26, 2012 at 11:00am.***

Sincerely,

A handwritten signature in blue ink, appearing to read "Kevin O'Donnell".

Kevin O'Donnell  
Contracting Officer

Enclosure

*American Embassy Panama  
9100 Panama City Place  
Washington, DC 20521-9100  
Phone: (507) 207-7000 Fax: (507) 317-5568*