United States Department of State

Washington, D.C. 20520

Panama, Republic of Panama

Friday, April 15, 2016

Dear Prospective Offeror:

Subject: Request for Quotations number SPM07016Q0033

Enclosed is a Request for Quotations (RFQ) to purchase sliding windows for bedrooms in building # 6007 SENAFRONT. If you would like to submit a quotation, follow the instructions in Section 4 of the solicitation, complete the required portions of the attached document, and submit it to the following address or e-mail:

- ***United States Embassy Panama***
  Building 783, Demetrio B. Lakas Ave.
  Clayton, Panama

- ***Cardonaa2@state.gov***

Please submit your quotation in a sealed envelope marked "Quotation Enclosed" to the above address or e-mail. The deadline for receipt of quotations is at the 1700 hours (05:00 p.m.) local time, on 04/27/2016. No quotations will be accepted after this time.

In order for a quotation to be considered, you must also complete and submit the following:

SF-1449 (blocks 17, 24 and 30). Block 24 should list the total value of the quote for the base year.
Section 1, the Schedule
Section 5, Representations and Certifications
Additional Information as required in Section 4.

You will have one week to post your doubts and questions from April 18 thru 22 and those will be answered and posted in the webpage. Additionally, you could submit requests in writing, in person or by phone call.

The U.S. Government intends to award a contract to the responsible company submitting a clarification technically acceptable quotation at the lowest price. We intend to award a contract 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.

Sincerely,

Ladonna Sale
Contracting Officer

Enclosure: as stated.