



Embassy of the United States of America
General Services Office
December 7, 2015

SUBJECT: RFQ SSI60016Q0001, Sports Utility Vehicle (SUV)

Dear Prospective Offeror:

The Embassy of the United States of America in Ljubljana, Slovenia plans to procure a small or mid-size sports utility vehicle (SOV).

We hereby invite you to submit an offer for a vehicle with the following minimum specifications:

- Small or mid-size sport utility vehicle (SUV)
- Color: silver
- Seating for 5 people (driver +4)
- Gasoline engine
- Automatic transmission
- AWD or 4WD capability
- Powered front and back windows
- Tinted windows
- Factory alarm with remote central locking system
- Automatic A/C unit
- Spare tire and emergency kit
- All-Season tires
- Winter package with rear window defrost
- Radio with CD player and iPod/iPhone compatibility
- Delivery date: within 30 days after placing the order

Please submit your quotes to the following e-mail address (kruharm@state.gov). If more than one model meets our above requirements you are welcome to submit offers for more than one vehicle.

NOTE: The Embassy of the United States of America in Ljubljana is exempt of VAT and Excise Tax. Please provide your quotation accordingly.

If available we reserve the right to test drive the proposed vehicle model with similar specifications.

Direct any questions regarding this request to kruharm@state.gov.

The U.S. Government intends to award a purchase order to the responsible company submitting an acceptable offer at the lowest price. We intend to award a 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.

Sincerely,

/s/

Marijan Kruhar
Procurement Agent