



*Embassy of the United States of America*

Dili, Timor-Leste

June 10, 2015

To: Prospective Quoters

Subject: Request for Quotations number STT10015Q0018

Enclosed is a Request for Quotations (RFQ) for Annual Preventive Maintenance of Building Automation System. 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 July 1, 2015, 15:00Hours Timor-Leste time.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joshua Mertsch', with a stylized flourish at the end.

Joshua Mertsch

Contracting Officer

Enclosure