



Lome, Togo

March 22, 2010

To: Prospective Offerors

SUBJECT: Solicitation Number STO40010R0002
Elevator Maintenance Services

Dear Prospective Offerors:

The Embassy of the United States of America, Lome Togo invites you to submit a quotation for Elevator Maintenance Services.

Submit your quotation in a sealed envelope marked "Quotation Enclosed" on or before April 21, 2010 at 16h 00 to:

**The Contracting Officer
Embassy of the United States of Lome
4332 Blvd Eyadema
BP 852 – Cité OUA
Lome, Togo**

No quotations will be accepted after this time. In order for a quotation to be considered, you must also complete and submit the following:

1. "SF-1449"
2. Section 1 pricing;
3. Section 5, Representations and Certifications;
4. Additional information as required in Section 3.

Direct any questions regarding this solicitation to the Contracting Officer by letter or by telephone at 261 5470 during regular business hours.

Sincerely,

Philip D. Wilson
Contracting Officer

