American Embassy
110 Ataturk Bulvari
Ankara, Turkey

Phone : (312) 457 73 55
Fax No. : (312) 457 73 91

GSO/ACQUISITIONS

Date : 04/29/2014
Solicitation No. : STU150-14-Q-3011 (PR3315691)
Solicitation Name : Proposal Request for Catering Service for the 4th of July Reception

Dear Prospective Offeror:

Enclosed is a Request for Quotations (RFQ) for providing catering service for the 4th of July reception. 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 Embassy intends to conduct a pre-proposal conference on May 6, 2014, at 2:00 PM, and all prospective offerors who have received a solicitation package are invited to attend.

The U.S. Government intends to award a contract to the responsible company submitting an 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.

Direct any questions regarding this solicitation to Glenn Lewis (LewisGK@state.gov) and Meral Yalhi (Yalhim@state.gov) by letter or email during regular business hours before 10:00 AM on May 9, 2014.

Quotations are due on or before 10:00 a.m. on May 15, 2014 electronically to Glenn Lewis (LewisGK@state.gov) and Meral Yalhi (Yalhim@state.gov) and in hard copy to the address 314. Sok. Celik Apt. No. 11, Kirkonaklar, Ankara. No proposal will be accepted after this time.

Sincerely,

Christiana Hollis
Contracting Officer