American Embassy
110 Ataturk Bulvari
Ankara, Turkey

Phone : (312) 457 73 55
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GSO/ACQUISITIONS

Date : 04/12/2016
Solicitation No. : STU150-15-Q-3002 (PR5235764)
Solicitation Name : Proposal Request for Catering Service for Independence Day Reception

Dear Prospective Offeror:

Enclosed is a Request for Quotations (RFQ) for providing catering service for the Independence Day 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 April 20th, 2016, at 3:00 p.m., and all prospective offerors who have received a solicitation package are invited to attend. Attendees should report the names of their attendees to Dilek Dursun (DursunDT@state.gov) by 9:00 a.m. on April 19, 2016.

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 contact the Contracting Officer Stan Parmantier at ParmentierS@state.gov (before April 17th), Contracting Officer Aamer Khan at KhanAA3@state.gov (after April 18th), and Acquisitions Supervisor Meral Yalhi at YalhiM@state.gov by letter or email during regular business hours before 10:00 AM on April 21, 2016.

Quotations are due on or before 10:00 a.m. on April 26th , 2016 electronically to Aamer Khan at KhanAA3@state.gov and Meral Yalhi at YalhiM@state.gov and in hard copy to the address Paris Cad., Gate #2, A. Ayranci, Ankara. No proposal will be accepted after this time.

Sincerely,

Michael J. Fundahn
Contracting Officer