



REQUEST FOR QUOTATION (RFQ)

NAME & ADDRESS OF FIRM: Companies	DATE: June 15, 2012
	REFERENCE: RFQ / Independence Day of the U.S.A.

Dear Sir / Madam,

You are kindly requested to submit your quotation for the following service before **13:00 p.m. local time (Tashkent) on June 25, 2012**

Number of guests	Approximately 600
Food:	Appetizers (estimate 5 per person) Salad and mixed vegetable platter (20 platters) Beef shashlik (single bite, 2 000 pieces) Chicken shashlik (single bite, 2 000 pieces) Meatballs (single bite, 800 pieces) Mini croissant with beef (800 pieces) Canapés variety (meat, cheese, vegetables, 2 400 pieces) Fried lavash with vegetables (800 pieces) Melons (5 large bowls)
Beverages	Should be supplied by vendor
Furnishings needed	glasses (for wine, beer, water, juice, and soda)
Labor	Staff for five bars, to serve appetizers and drinks, and collect used glasses/napkins
To be provided	Kitchenette facilities for warming food, staging facilities, dish washing facilities.

GENERAL CONDITIONS / REQUIREMENTS

1. Your quotation in English or Russian language, should be accompanied by printed material or pertinent information (in English language) for each item quoted, including names and addresses of firms providing service facilities in Tashkent city, Uzbekistan.
2. Prices can be quoted in Uzbek soums or US dollars.

OTHER CONDITIONS

Delivery Time	As soon as possible
Payment Terms	International Vendors: 100% of the total contract price will be paid by bank transfer to the Supplier's account after delivery and acceptance of

	goods for payments in US Dollars; Uzbekistan-based Vendors: 15% prepayment and 85% after acceptance for payments in Uzbek soums.
Validity of Quotation	60 DAYS
Contract format	Standard US Embassy purchase order

PLEASE STATE

<ul style="list-style-type: none"> • Quantity discount and early payment discount • Separate quote for estimated transportation & insurance charges 	<ul style="list-style-type: none"> • Availability of local service in country of final decision • Details on any warranty / guarantee conditions • Delivery period
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SUBMISSION REQUIREMENTS

All quotations duly signed and stamped shall be submitted by electronic mail (in PDF format) to the following address TashkentProcurement@state.gov or in sealed envelopes via mail/express mail or by hand to the address below not later than **13:00 pm local time (Tashkent) on June 25, 2012**

**US Embassy Uzbekistan
3, Mayqorghon Street,
5th Block, Yunusobod District
Tashkent, 100093
Republic of Uzbekistan**

Late bids will be rejected

You may quote for any Lot or for all Lots together (Please indicate transportation cost separately for each lot or specify that it is included for general price). Price quotations will be evaluated for each LOT separately and contract will be awarded to the company/s meeting to the technical specification and offering the lowest price on Lot by Lot basis.

ATTENTION: Please indicate on the envelop or on e-mail **subject the RFQ reference i.e. "Independence Day of the U.S.A."** US Embassy will not be responsible for postal delays, if any, in the delivery of the bid documents or non-receipt of the same. Applicants with questions regarding this bidding should send them in writing (fax or E-mail) to:

US Embassy Uzbekistan

Fax: +998 71 120 63 35

or E-mail: TashkentProcurement@state.gov

Attn: Procurement Department