Embassy of the United States of America

Hanoi

March 14, 2016

To: Prospective Bidders

Subject: Request for Quotation for 12 Seat Passenger Vans.

Enclosed is a Request for Quotation (RFQ) package with proposed technical specifications for the 02 each of 12 seat passenger van for the US Embassy Hanoi. If you would like to submit a quotation, complete the required portions of the attached document, and submit electronically to Bui Huyen Trang at BuiTH@state.gov by the deadline below.

The U.S Government intends to award a contract/purchase order for each requirements to the resposible company submitting an acceptable quotation at the lowest price. Quotes must be valid for a minimum of 180 calendar days, including all kinds of taxes, other possible charges and delivery fee to the Embassy warehouse. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussion with companies in the competitive range if there is a need to do so.

The U.S Government will review your proposal. The proposal must have the company registration record in the System for Award Management (SAM) with the Data Universal Numbering System (DUNS) number and the NATO Commercial and Government Entity (NCAGE) Code for doing business with the U.S Government. If you already have the SAM record available please submit the confirmation letter together with the proposal for our review. If you don't have the SAM record please find the attached instructions, or contact Bui Huyen Trang at BuiTH@state.gov for assistance.

Quotations are due at 15:00, March 30, 2016.

Please email any question regarding this request for quotation to HetrickMR@state.gov .

EMBASSY OF THE UNITED STATES OF AMERICA
HANOI

Contracting Officer

Hetrick Matthew