



US Embassy Lusaka
GSO/Contracting Unit
Lusaka, Zambia

December 14th, 2015

Dear Prospective Quoters:

Subject: **REQUEST FOR QUOTATIONS NUMBER SZA600-16-PR-4927174 FOR SUPPLY AND DELIVERY OF REFRIGERATION SUPPLIES.**

Enclosed is a Request for Quotations (RFQ) For Supply and Delivery of Refrigeration Supplies . 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 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.

Quotations are due by December 17th 2015 before 16hrs GMT.

Direct any questions regarding this solicitation by email to Lusaka-Procurement@state.gov; or zulums@state.gov

Sincerely,

A handwritten signature in black ink, appearing to read "Stephen C. MacLeod".

Stephen C. MacLeod
Contracting Officer

Enclosures: **SZA600-16-PR-4927174**