



Cover Letter

U.S. Embassy, Amman

Date: 02/04/2020

To: Prospective Quoters

Subject: Request for Quotations number 19-J010-20-Q-0010

Enclosed is a Request for Quotations (RFQ) to maintain boilers at the residences of the U.S. Embassy Amman. 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/purchase order to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract/purchase order 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.

Questions are accepted by deadline February 12, 2020 at 14:00 P.M. (local time) to be sent to ammanrfqquestions@state.gov. Answers will be posted on the Embassy website after maximum 3 working days.

Quotations are due by February 19, 2020 at 14:00 P.M. (local time). Quotations must be submitted by email to AmmanRFQ@state.gov. Subject line must include RFQ number and company name. Attach all documents to the e-mail (Microsoft Word or PDF), we will not accept offers that include links, unsolicited offers or hard copies. In order for a quotation to be considered, you must also complete and submit the following:

SF-1449
Section 1 pricing;
Section 5, Representations and Certifications;
Additional information as required in Section 3.

Sincerely,

Cynthia Jachim
Contracting Officer



Enclosure: RFQ# 19-J010-20-Q-0010