

American Embassy Chanakyapuri New Delhi-110021 Phone No. 91-11-24198328 Fax No. 91-11-24198278

May 8, 2018

To: Prospective Quoters

Subject: Request for Quotations number 191N65-18-Q-0045 for providing logistic services.

Enclosed is a Request for Quotations (RFQ) for providing logistics management services in support of organizing the Intellectual Property Rights Training and Capacity Building programs for Government, Industry and all the Intellectual Property stakeholders. 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 at newdelhibids@state.gov on or before May 22, 2018 by 1400 hours.

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.

Except for the concerned Sections of the solicitation, please do not submit the entire printout, or copy of this solicitation along with your quotation. For a quotation to be considered, you shall complete and submit the following:

- 1. SF-1449
- 2. Section 1, Block 23
- 3. Section 5, Representations and Certifications;
- 4. Additional information as required in Section 3.

Quotations are due by May 22, 2018. Your proposal shall be submitted electronically at the e-mail address <u>newdelhibids@state.gov</u> by 1400 hours on or before May 22, 2018. No proposal will be accepted after this time. Quotations received after the due time and date shall be dealt with in accordance with the procedures in FAR provision 52.212-1(f).

Direct any questions regarding this solicitation by COB May14, 2018 by e-mail at wedij@state.gov during regular business hours. No questions shall be answered after May 14, 2018.

Towhid G. Kazi

Contracting Officer

Enclosure: As attached