

Amman, Jordan December 27, 2017

To: Prospective Offerors

Subject: Request for quotation number S-JO-100-18-O-0010

Enclosed is a Request for Quotations (RFQ) for washing machines. If you would like to submit a quotation, see the attached clauses and complete the required portions of the attached document, and submit it to the address shown on the standard form (SF) 1449 that follows this letter. Oral quotations will not be accepted.

The U.S. Government intends to award a purchase order following the procedures outlined in this RFQ. We intend to award a purchase order based on initial proposals, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

The U.S. Embassy is prohibited from procuring goods or services from any firms that are not registered in the System for Award Management (SAM). SAM is an integrated procurement database for the U.S. Government. It was established in recent years to combine various U.S.government procurement systems, and now serves as a single point of entry for vendors seeking to do business with the U.S. Government.

Questions are accepted by deadline Tuesday, January 02, 2018 at 2:00 pm, local time to be sent to AlZuhlofHF@state.gov. Answers will follow after by maximum 3 working days, and will be posted on the Embassy website.

Proposals are due by Thursday, January 11, 2018 at 14:00 pm. Amman local time, and should be delivered to the back gate of the Embassy in a sealed envelope. Email proposals are accepted.

Please contact Procurement Agent Haitham AlZuhlof at 5906025, fax number 5927957 or e-mail: AlZuhlofhf@state.gov, with any questions.

Sincerely

Paul Hanna

Contracting Officer