



Embassy of the United States of America

San Salvador, El Salvador, C.A.

September 11, 2018

Dear Prospective Offeror/Quoter:

The American Embassy San Salvador, has a requirement to provide office furniture and glass doors for the USAID Front Office, per attached specifications. You are invited to submit a quotation. The Request for Quotations (RFQ) consists of the following sections:

1. Standard Form SF-18
2. Basic information and specifications.

The Embassy plans to award a purchase order. You are encouraged to make your quotation competitive. You are also cautioned against any collusion with other potential offerors with regard to price quotations to be submitted. The RFQ does not commit the American Embassy to make any award. The Embassy may cancel this RFQ or any part of it.

A site visit has been scheduled on September 12, 2018 at 11:00 a.m., USAID Front Office.

Please read the RFQ carefully, and if you are interested, submit your quotation. Return the completed SF-18 to the address shown in Block 5a of the SF-18 by September 19, 2018 at 10:00 a.m. Oral or late quotations will not be accepted.

Sincerely,

A handwritten signature in black ink that reads "Debra Shea". The signature is fluid and cursive, with the first name "Debra" and last name "Shea" clearly distinguishable.

Debra Shea
Contracting Officer

Enclosure:

As Stated.