



American Embassy Lusaka
General Services Office
Subdivision 694/Stand 100
Ibex Hill Road, Kabulonga,
Lusaka
P.O. Box 31617
Tel.: +260-211-357000
Fax: +260-211-357224

January 25, 2016

Dear Prospective Quoter:

SUBJECT: Solicitation Number SZA600-16-Q-0003 - Chancery Chiller Maintenance

The Embassy of the United States of America invites you to submit a proposal for Routine Chiller Maintenance.

Submit your proposal in a sealed envelope marked "Proposal Enclosed" to the Contracting Officer, U.S Embassy Lusaka, Subdivision 694/Stand 100, Kabulonga, Ibex Hill Road, PO Box 31617, Lusaka **between 14:30 PM and 16:00 PM on February 15, 2016**. No proposals will be accepted after this time

In order for a proposal to be considered, you must also complete and submit the following:

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

Direct any questions regarding this solicitation to Lusaka-GSO-Contracts@state.gov or by telephone to +260 211 357 000 during regular business hours.

Sincerely,

A handwritten signature in black ink, appearing to read "Aisha O'Neal".

Aisha O'Neal
Contracting Officer