



US Embassy Lusaka  
GSO/Contracting Unit  
Lusaka, Zambia

September 8<sup>th</sup>, 2016

Dear Prospective Quoter:

Subject: **REQUEST FOR QUOTATIONS NUMBER SZA600-16-PR-5702263 FOR LED LIGHTS.**

The Embassy of the United States of America invites you to submit bids for **LED LIGHTS** .

Enclosed is a Request for Quotations (RFQ). Your quote must be submitted with the subject line "Quote **SZA600-16-PR-5702263 LED LIGHTS** . Enclosed" on or **before 16:00 hours** (Lusaka Time) on **Wednesday 14<sup>th</sup> September, 2016**. Ensure it is clearly marked for the attention of the "Contracting Officer. Deliver your bid document to the Embassy service CAC on Subdivision 694/Stand 100, Ibex Hill Road Kabulonga District. No quotes will be considered if delivered to any other addresses than those stated above, and no quotes will be accepted after the solicitation closing date and time.

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.

**Please note that a split award may be an option depending on the prices and completion periods offered.**

Direct any questions regarding this solicitation by email to [Lusaka-Procurement@state.gov](mailto:Lusaka-Procurement@state.gov)

Sincerely,

A handwritten signature in black ink, appearing to read "AO", written over a horizontal line.

**Aisha O'Neal**  
Contracting Officer

Enclosures: **SZA600-16-PR-5702263**