

**AMERICAN CONSULATE GENERAL**  
**Regional Procurement Support Office**  
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Germany

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August 8, 2016

To: Potential Offerors  
Subject: PR5481708 – Goldfingweg Mailbox Renewal Exchange

The Regional Procurement Support Office (RPSO) at the United States Consulate General in Frankfurt, Germany, would like to invite your company to submit a quote for: Replacement of letter boxes for the houses of the American Embassy, in Waldtiersiedlung in Berlin-Wilmersdorf. Address: Godldfinkweg- Rehkitzsteig- Waldmeisterstrasse- 14195 Berlin- Wilmersdorf, Germany.

Please see attached document.

All literature and discussions pertaining to this project shall be in the English language. Any translations, if necessary or desired by the offerors, must be made at their own expense. If you intend to submit a quote/proposal you should thoroughly examine the attached document.

The complete quote/proposal must be submitted no later than Friday, August 12, 2016, 16:00 hours Central European Time (C.E.T.). No proposal will be accepted after this time.

The Contracting Officer reserves the right to reject any and all proposals and to waive any information or minor irregularities in proposals received. In addition, the Contracting Officer reserves the right to establish a competitive range of one or more offerors, and to conduct further negotiations concerning price and other terms before awarding a contract, or to award the contract based upon initial proposals received without holding discussions.

Any questions regarding the subject PR. may be directed to Fabiola A. Bellevue, Tel: (++49) 69 7535 3318, by e-mail: [bellevuef@state.gov](mailto:bellevuef@state.gov)

Sincerely,  
Fabiola A. Bellevue  
Contracting Officer  
American Consulate