



**CONSULATE GENERAL OF THE
UNITED STATES OF AMERICA**
No. 220 Anna Salai, Gemini Circle
Chennai 600 006. Phone: 044 – 2857 4000

June 07, 2018

Dear Prospective Quoter:

**Subject: Request for Quotation # 191N6018Q0005 – Blanket Purchase Agreement (BPA)
Setup for Packing and Crating Services**

Enclosed is a Request for Quotations (RFQ) for **Packing and Crating Services at U.S. Consulate General, No. 220 Anna Salai, Gemini Circle, Chennai 600 006**. If you would like to submit a quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the SF 1449 attach to this letter.

The U.S. Consulate, Chennai intends to award a Blanket Purchase Agreement (BPA) to one or more responsible companies submitting an acceptable quotation with fair and reasonable prices. We intend to award a BPA based on initial quotations, without holding discussions, although we may hold discussions with companies if there is a need to do so.

A BPA is an Agreement, not a contract, and neither party is bound by its terms and conditions. The U.S. Consulate, Chennai is not obligated to purchase any definite amount under this BPA. If a need arises, an authorized representative of the U.S. Consulate, Chennai may issue an order following the procedures outlined in the BPA. If the BPA holder accepts the order, then a binding contract between the U.S. Consulate, Chennai and BPA holder will exist for that specific order. If the BPA holder refuses to accept orders or furnish quotations in compliance with the terms of the Agreement, then it is likely that the Government will cancel the Agreement.

Quotations are due by 1700 hrs on, Thursday, June 21, 2018.

Sincerely,

A handwritten signature in blue ink, appearing to read "Andrew B. Holtz".

Andrew B. Holtz
Contracting Officer

Enclosure