



*Embassy of the United States of America*

GSO/Procurement  
*June 22, 2017*

**ATTN:** Prospective Quoters

**Subject:** Request for Quotations number **PR6386974**

US Embassy Tirana is seeking quotes for the below items:

- 1) Desktop PC – QTY 8 (Desktops should come with Microsoft Suite and 22 inches screen).
- 2) Multifunction High Volume Copy Machine – QTY 1
- 3) UPS 2000 VA- QTY 1

All interested bidders can get technical specifications upon request at the following e-mail:  
ProcurementTirana@state.gov

**Please provide your quote in Albanian Lek and specify if any taxes are applicable.**

**Please include data sheet of the items quoted and specify warranty terms.**

**Deadline for submission of quotes: July 5, 2017 at 10.00 hrs.**

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract/purchase order 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.

Sincerely,

Jay Thompson  
Contracting Officer