

Montreal, QC

August 3, 2016

Dear Prospective Quoter:

SUBJECT:

The Consulate of the United States of America in Montreal invites you to submit a quotation to retro fit an existing dumbwaiter located at 1266 Redpath Crescent Montreal, QC H3G 2K1.

**Statement of Work:**

1. Retro fit existing manual dumb waiter to a motorized one.
2. The Dumbwaiter must be able to be operated from either floors located in the basement (commercial kitchen) or the (family kitchen) located on the ground level.
3. The Contractor is responsible for all General Contracting work and sub-trades needed either before or after the installation of the new dumbwaiter.
4. The Contractor will be responsible for making sure proposed plans are up to date with Quebec Laws and codes.

The US Consulate in Montreal intends to award a contract to the responsible vendor 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 vendors in the competitive range, if there is a need to do so. The US Consulate reserves the right to award a contract as a complete project or by individual tasks(s). Quotations shall remain in effective for 180 calendar days for the work described within this document.

Submit your quotation in a sealed envelope marked "Quotation Enclosed" to the U.S. Consulate General Montreal, Attention: Mark M. Atkisson, Contracting Officer at 315 Place d'Youville Montreal, Quebec H2Y 0A4 on or before 5:00pm, Monday August 15, 2016. No quotations will be accepted after this time.

Direct any questions regarding this solicitation to Mike Leger by telephone at 514-465-8038 during regular business hours.