



Embassy of the United States of America

Santo Domingo, DN
Dominican Republic

May 09, 2016

SUBJECT: Solicitation No.: SDR860-16-R-0005
Third Party Liability Vehicle Insurance for the
U.S. Embassy Santo Domingo

Dear Prospective Offeror:

The Embassy of the United States of America invites you to submit a proposal for third party liability vehicle insurance coverage and management of the related services for approximately one hundred and forty three (143) U.S. Government-owned official vehicles located in the Dominican Republic.

Please submit your proposal in a sealed envelope marked "**Proposal Enclosed**" to Ms. Shelly Westebbe, GSO Contracting Officer, U.S. Embassy Santo Domingo, DPO/Mailroom (Highway La Isabela back entrance), on or before May 31, 2016, at 1600 hrs. No quotations will be accepted after this time.

In order for a proposal to be considered, you must also complete and submit the following:

1. SF-33
2. Section B (page 3 thru 6)
3. Section K, Representations and Certifications
4. Additional information as required in Section L

The contract performance periods are specified in Section F of the solicitation.

Please direct any questions regarding this solicitation to Mr. Gabriel J. Sangiovanni, Contracting Specialist, via e-mail to SantoDomingoContracts@state.gov.

Sincerely,

Shelly Westebbe
GSO Contracting Officer

