



*Embassy of the United States of America
New Delhi, India*

November 20, 2013

Dear Prospective Quoter:

SUBJECT: Solicitation Number S-IN650-13-Q-0002 for providing Trucking services to American Embassy, New Delhi, India.

The Embassy of the United States of America invites you to submit a quotation for providing packing and shipping services to the United States Library of Congress, American Embassy, New Delhi, India. 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 at newdelhibids@state.gov. Quotations not complying with the requirements specified in Section 3 may be deemed as incomplete and may be excluded from further consideration.

The Embassy intends to award the contract order to the lowest priced, technically acceptable offeror, who is a responsible contractor (See Section 4 on Evaluation Factors). We intend to award a contract 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.

Please do not submit the entire copy of this solicitation with your proposal. For a quotation to be considered, you must complete and submit the following:

1. SF-1449
2. Section 1, Block 23
3. Section 5, Representations and Certifications;
4. Additional information as required in Section 3.

Your quotation must be submitted at the e-mail address newdelhibids@state.gov by 5 P.M. on or before December 5, 2013. No quotation will be accepted after this time.

Quotations received after the due time and date shall be dealt with in accordance with the procedures in FAR provision 52.212-1(f).

Direct any questions regarding this solicitation at vedij@state.gov or to the undersigned by e-mail at davisea2@state.gov during regular business hours on or before November 27, 2013.

Sincerely,

A handwritten signature in blue ink that reads "Edith A. Davis".

Edith A. Davis
Contracting Officer