Embassy of the United States of America
Baghdad, Republic of Iraq

July 9, 2011

To: Prospective Offerors

Subject: Solicitation number S-IZ100-11-Q-0056 – Operational Maintenance Services for the Lake Viejo Pump House, International Zone, Baghdad, Iraq.

The Embassy of the United States of America invites you to submit a proposal for the operational services for the Lake Viejo Pump House in the International Zone, Baghdad, Iraq.

If you are interested in submitting a proposal on this project, read the instructions in Section 3 of the attached Request for Proposals (RFP).

If you intend to submit a proposal, you should thoroughly examine all documents contained in the contract solicitation package. The Embassy intends to conduct a site visit and pre-proposal conference at the site, and all prospective offerors are welcome to attend. See Section 3 of the attached Request for Proposals (RFP) for information on how to register for the site visit.

Your proposal must be submitted electronically by email with the subject line "Proposal S-IZ100-11-Q-0053 Enclosed" to BaghdadGSOProcBid@state.gov on or before 12:00 noon (Baghdad Time) on August 9, 2011. You may also elect to submit your proposal in hard copy marked for the attention of the "Contracting Officer – Proposal S-IZ100-11-Q-0056 Enclosed", which may be delivered to the Embassy Red CAC on Al Kindi Street between 0800 and 1500 on regular business days, and by 12:00 noon on August 9, 2011. No proposals will be accepted after the solicitation closing date and time.

Complete all of the fields in the solicitation highlighted in yellow, including the OFFER portion of the Standard Form 1449, including all blank spaces, and have the form signed by an authorized representative of your company, or the proposal may be considered unacceptable and may be rejected.

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

1. Section 2.5, Price;
2. Section 5, Representations and Certifications;
3. All additional information as required in Section 3.

The contract will be a combination type contract. It is fixed price for the scheduled maintenance; indefinite delivery/indefinite quantity with fixed prices for emergency or general repairs and replacement equipment, with no adjustment for any escalation in costs or prices of labor or

materials. Each offeror will be responsible for determining the amount of labor and materials that will be required to complete the project, and for pricing its proposal accordingly.

The Contracting Officer reserves the right to reject any and all proposals and to waive any informality in proposals received. In addition, the Embassy reserves the right to establish a competitive range of one or more offerors and to conduct further negotiations concerning price and other terms before awarding the contract, or to award without discussions.

Direct any questions regarding this solicitation to BaghdadGSOProcurement@state.gov

Sincerely,

Joseph D. Hogan
Contracting Officer

Enclosure: S-IZ100-11-Q-0056