



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

September 18, 2011

To: Prospective Offerors

Subject: Solicitation number S-IZ100-11-Q-0334

The Embassy of the United States of America invites you to submit a quotation for the Organization of the Arbitration Conference at the U.S. Consulate General in Basrah, Iraq.

Your quotation must be submitted by email in Acrobat pdf format with the subject line "Quotation S-IZ100-11-Q-0334 Enclosed" to the email address BaghdadGSOProcBid@state.gov on or before 12:00 noon Baghdad time on September 25, 2011. No quotation will be accepted after this time. Quotations sent to any other email address will not be considered.

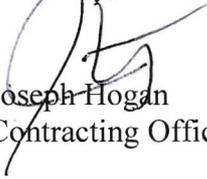
The U.S. Government intends to award a contract to the responsible company submitting an acceptable offer at the lowest price. We intend to award a contract based on initial proposals, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so. No site visit will be held for this solicitation.

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

1. SF-1449 Blocks 17a, 23, 24 & 30a-c
2. Section 1, 2.0 Pricing
3. Section 5, Representations and Certifications;
4. Additional information as required in Section 4, Evaluation Factors.

Direct any questions regarding this solicitation to Yaser Belaidi at belaidiYG@state.gov.

Sincerely,


Joseph Hogan
Contracting Officer

Enclosure: S-IZ100-11-Q-0334