



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

October 4, 2011

To: Prospective Offerors

Subject: Solicitation number S-IZ100-12-Q-0001

The Embassy of the United States of America invites you to submit a quotation for the set up and breakdown of the USA Pavilion at Baghdad International Trade Fair, Nov 1-10, 2011.

Your quotation must be submitted by email in Acrobat pdf format with the subject line "Quotation S-IZ100-12-Q-0001 Enclosed" to the email address BaghdadGSOProcBid@state.gov on or before 12:00 noon Baghdad time on October 12, 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.

Your quote must be submitted electronically by email with the subject line "Quote S-IZ100-12-Q-0001 Enclosed" exclusively to BaghdadGSOProcBid@state.gov on or before 12:00 noon (Baghdad Time) on October 12, 2011. You may also elect to submit your quote in hard copy marked for the attention of the "Contracting Officer – Quote S-IZ100-12-Q-0001 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 October 12, 2011. No quotes will be considered if delivered to any other addresses than those stated above, and no quotes will be accepted after the solicitation closing date and time.

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

Sincerely,

Wiley Williams
Contracting Officer

Enclosure: S-IZ100-12-Q-0001