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

March 10, 2013

To: Prospective Offerors

Subject: Solicitation number **S-IZ100-13-R-0009 for shower/locker facility at the U.S. Embassy Baghdad, Iraq**

The Embassy of the United States of America invites you to submit a proposal for installation of shower/locker facilities at the U.S. Embassy compound, Baghdad, Iraq.

If you are interested in submitting a proposal on this project, read the instructions in Section J 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 (see J 52.236-27) and hold a pre-proposal conference. All prospective offerors who have received a solicitation package are invited to attend.

Complete the OFFER portion of the Standard Form 1442, 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 B and Attachment 1, Proposal Breakdown by Divisions; Attachment 4, Bid Form
2. Section L, Representations and Certifications;
3. Bar Chart illustrating sequence of work to be performed;
4. Additional information as required in Section J.

The contract will be a firm fixed price contract, 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.

Please be advised that each offeror is responsible for furnishing complete information to its subcontractor and suppliers, such as details and quantities required by the drawings and specifications. Subcontractors and suppliers should not be referred to the Embassy or the Architect for determining the amount or quantities of materials required.

The construction completion time is 40 calendar days from date Notice to Proceed is issued. In the event of an unauthorized or unexcused delay in completing the project, liquidated damages in the amount of IQD 448,642.79 per calendar day will be assessed until substantial completion of the project is achieved.

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.

Your proposal must be submitted electronically by email with the subject line "**Proposal S-IZ100-13-R-0009 Enclosed**" to BaghdadGSOProcBid@state.gov on or before 12:00 noon (Baghdad Time) on **March 30th, 2013.**

ANY OFFERS SENT TO ANY EMAIL ADDRESS OTHER THAN THE ADDRESS ABOVE WILL BE REJECTED.

You may also elect to submit your proposal in hard copy marked for the attention of the **"Contracting Officer – Proposal S-IZ100-13-R-0009 Enclosed"**, which may be delivered to the Embassy Red CAC on Al Kindi Street between 0800 and 1500 on regular business days. No proposal will be accepted after the cut-off date and time.

Direct any questions regarding this solicitation to BaghdadGSOProcurement@state.gov. Questions must be submitted in the English language on or before 12:00 noon (Baghdad Time) on March 21st, 2013.

Sincerely,

Richard C. Price
Contracting Officer