



Consulate General of the United States of America
Jerusalem

October 10, 2012

Dear Prospective Offeror:

SUBJECT: Solicitation Number SIS400-12-Q-1769046
Pension Consultation Services

Enclosed is a Request for Quotations (RFQ) to provide pension program and consultation services for the American Consulate General in Jerusalem. 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 to the address shown on the Standard Form 1449 that follows this letter.

The U.S. Government intends to award a contract to the responsible company submitting a technically acceptable quotation at the lowest price. We intend to award a contract 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.

Submit your proposal in a sealed envelope marked "Proposal Enclosed" to the Contracting Officer, 18 Agron Road, Jerusalem on or before 02:00 pm on Tuesday, Oct 30, 2012. No proposal will be accepted after this time.

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

1. Section 1, Pricing
2. Section 5, Representations and Certifications;
3. Additional information as required in Section 5.

Direct any questions regarding this solicitation to the Contracting office by email to JerusalemProcurement@state.gov, or letter to fax no. 02-673-0873, or by telephone at 02-649-3011 during regular business hours.

Sincerely,

Patrick Waddington
Contracting Officer