



CONSULATE GENERAL OF THE  
UNITED STATES OF AMERICA

Lagos, Nigeria

December 09, 2010

To: Prospective Offerors

**Subject: Solicitation number SNI500-11-R-0001**

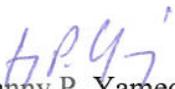
Enclosed is a Request for Proposals (RFP) for Janitorial Services. If you would like to submit a proposal, follow the instructions in Section L of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 33 that follows this letter.

The Consulate intends to conduct a site inspection and all prospective offerors who have received a solicitation package are invited to attend. See Section L.5 of the solicitation for instructions, date and time. Names of those coming for the inspection should be sent to Mohammed Yahaya via email in advance of the site inspection date at [MohammedYA@state.gov](mailto:MohammedYA@state.gov) no later than Thursday December 16, 2010.

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.

Proposals are due by 1200hrs Thursday January 13, 2011.

Sincerely,

  
Joanny P. Yameogo  
Contracting Officer

Enclosure