



Embassy of the United States of America

Republic of Serbia
Belgrade, August 10, 2012

To: Prospective Offerors

Subject: Solicitation number SRB10012R0007 for pack out and destination services for the U.S. Embassy Belgrade, Serbia.

Enclosed is a Request for Proposals (RFP) for pack out and destination services for the U.S. Embassy Belgrade, Serbia. 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 Embassy intends to conduct a pre-proposal conference and all prospective offerors who have received a solicitation package are invited to attend. See Section L.6 of the solicitation for instructions, date and time.

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 12 noon Belgrade time on September 10, 2012.

Sincerely,

A handwritten signature in black ink, appearing to read "Elizabeth Konick", written over a horizontal line.

Elizabeth Konick
Contracting Officer

Enclosure: S-RB100-12-R-0007