



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

April 14, 2011

To: Prospective Offerors

Subject: Request for Quotation number S-IZ100-11-Q-0173

The Embassy of the United States of America invites you to submit a proposal for the Organization of Conferences to be held at the Iraqi Judicial Development Institute in Baghdad, Iraq.

Your proposal must be submitted electronically by email with the subject line "**Proposal S-IZ100-11-Q-0173 Enclosed**" to [BaghdadGSOProcBid@state.gov](mailto:BaghdadGSOProcBid@state.gov) on or before 12:00 noon (Baghdad time) on April 27, 2011. No quotation will be accepted after this time.

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

1. SF-1449 - Blocks 23, 24, 30a, b and c.
2. Section 1 - 2.A, 2.B, 2.C and 2.D, Pricing.
3. Section 5, Representations and Certifications;
4. Additional information as required in Section 3, Solicitation Provisions and Section 4, Evaluation Criteria.

Direct any questions regarding this solicitation to [BaghdadGSOProcurement@state.gov](mailto:BaghdadGSOProcurement@state.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Otis Harrison", with a long horizontal flourish extending to the right.

Otis Harrison  
Contracting Officer

Enclosure: S-IZ100-11-Q-0173