



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

July 22, 2013

To: Prospective Quoters

Subject: Request for Quotations number S-IZ100-13-Q-0023

The Embassy of the United States of America invites you to submit a quotation for messenger services for the U.S. Embassy Baghdad.

Enclosed is a Request for Quotations (RFQ) for messenger services for the U.S. Embassy Baghdad.

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. Complete the Offer portion of the Standard Form 1449, including all blank spaces (blocks 12, 17, 23, 24 and 30), and have the form signed by an authorized representative of your company, or the proposal may be considered unacceptable and may be rejected.

Your quote must be submitted electronically by email with the subject line "**Quote S-IZ100-13-Q-0023 Enclosed**" exclusively to BaghdadGSOProcBid@state.gov on or before **August 11, 2013, before 15:00 (Baghdad Time)**. You may also elect to submit your quote in hard copy marked for the attention of the "Contracting Officer – Proposal S-IZ100-13-Q-00023 Enclosed", which may be delivered to the Embassy Red CAC on Al Kindi Street between 08:00 and 15:00 on regular business days. No proposals will be considered if delivered to any other addresses than those stated above, and no proposals will be accepted after the solicitation closing date and time.

The U.S. Government intends to award a contract/purchase order 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.

Direct any questions regarding this solicitation by email at BaghdadGSOProcurement@state.gov

Sincerely,


Lawrence R. Lemick
Contracting Officer

Enclosure: S-IZ100-13-Q-0023