



*Embassy of the United States of America*

Guatemala City, Guatemala  
February 7, 2007

To: Prospective Offerors

Subject: Solicitation number **S-GT500-07-R-0001**

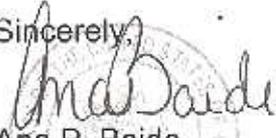
Enclosed is a Request for Proposals (RFP) for Packing, Shipping, Forwarding, and Storage Services. If you would like to submit a proposal, follow the instructions in Section L of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard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

The 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 March 12<sup>th</sup>, 2007, before 17:00 hours.

Sincerely,

  
Ana P. Baide  
Contracting Officer



Enclosure