



Embassy of the United States of America

Guatemala City, Guatemala
March 30, 2009

To: All Prospective Offerors

Subject: Solicitation number **S-GT500-09-R-0013**

Enclosed is a Request for Proposals (RFP) for *Gardening Services for the United States Embassy in Guatemala*. 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 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 **April 20, 2009**.

Sincerely,

A handwritten signature in black ink, appearing to read "Ana Baide".

Ana P. Baide
Contracting Officer



Enclosure