Dear Prospective Offeror:

SUBJECT: Solicitation Number 19M05522Q0001 for Life Insurance Coverage for Local Employed Staff of U.S. Mission Morocco.

The Embassy of the United States of America invites you to submit a proposal for Life Insurance for its local employed staff.

The Embassy intends to conduct a pre-proposal conference April 14 at 10:30 at the US Embassy Rabat, and all prospective offerors who have received a solicitation package are invited to attend. See Section L of the attached Request for Proposals (RFP).

Your proposal must be submitted in a sealed envelope marked "Proposal Enclosed" on or before May 6, 2022, at 16:00 Local Time. No proposal will be accepted after this time. The address for proposals is:

Contracting Officer, U.S. Embassy Rabat
K.M. 5.7 Avenue Mohammed VI
Souissi, Rabat, Morocco

Proposals can also be sent electronically to Rabat_Procurement@state.gov.

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

1. SF-33
2. Section B, Pricing Schedule
3. Section B, Retention Amounts in B.3 and B.7
4. Section K, Representations and Certifications
5. Additional information as required in Section L.

Direct any questions regarding this solicitation to Ms. Karima Qara at QaraK@state no later than April 22, 2022 16:00 Local Time.
Please note: Proposals that contain more benefits (even if there is no increase in cost) or fewer benefits than those stated in the solicitation may be deemed technically unacceptable.

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.

Sincerely,

Ivan D. Murray
Contracting Officer