



**ORGANIZACION DE LOS ESTADOS AMERICANOS
ORGANIZACAO DOS ESTADOS AMERICANOS
ORGANISATION DES ETATS AMERICAINS
ORGANIZATION OF AMERICAN STATES**

17th Street and Constitution Avenue, N.W. Washington, D.C. 20006-4499

SAF/OPS/010/08

January 25, 2008

Ref.: BID 03/08 – Technical and Policy Assistance for Biofuel
Market Development in the Dominican Republic and El Salvador
Department of Sustainable Development

To Whom It May Concern:

The General Secretariat of the Organization of American States (“GS/OAS” or “Owner”) is a public international organization with headquarters in Washington, D.C., USA. GS/OAS’ Office of Procurement Services (“OPS”) on behalf of GS/OAS’ Department of Sustainable Development, is seeking the services of an independent contractor (“Contractor”) for the provision of Technical and Policy Assistance for Biofuel Market Development in the Dominican Republic (Component 1) and El Salvador (Component 2).

- Component 1: The project’s title for the Dominican Republic is *Technical and Policy Assistance to Stimulate Biofuel Market Development Opportunities in the Dominican Republic*.
- Component 2: The project’s title for El Salvador is *Technical and Policy Assistance for Ethanol Blending and Logistics in El Salvador*.

You are cordially invited to participate in the bidding process pursuant to this Request for Proposals (“RFP”) for Bid 03/08, which also includes the General Terms and Conditions and Technical Specifications that are attached hereto.

All bid proposals that comply with the terms of this Bid Invitation will be considered.

The GS/OAS by this solicitation does not commit itself to pay any costs that may be incurred by the bidders in the preparation or submission of bids. All proposals received will be analyzed and evaluated, and ranked according to the following criteria: (a) whether bidder's technical proposal meets or exceeds the RFP requirements; (b) bidder's approach, thoroughness and completeness of its proposal; (c) bidder’s financial stability; (d) bidder’s competency, experience, and references; and, (e) its proposed price.

Your Bid Price Proposal must state that it is valid for at least ninety (90) days as of the closing date of this RFP. This must be stated on the Bid Price Proposal.

The Package containing your company's bid proposal must be labeled: "**GS/OAS, BID No. 03/08 – TECHNICAL AND POLICY ASSISTANCE FOR BIOFUEL MARKET DEVELOPMENT IN THE DOMINICAN REPUBLIC AND EL SALVADOR – DO NOT OPEN**", along with the bidding company's name for identification purposes.

The Package shall be delivered to:

The General Secretariat of the Organization of American States
Office of Procurement Services
General Secretariat Building,
1889 F Street, N.W., 4th Floor,
Washington, D.C. 20006

Bid proposals may also be sent by electronic mail in PDF format to the attention of Ms. Pamela Mumuni at OASBIDSubmit@oas.org with copies to mhaugaard@oas.org and jpaz@oas.org.

All bid proposals (hard copy, facsimile or electronic) must be received by the GS/OAS no later than by close of business ("COB") 5:30 p.m. EST on Monday, February 25, 2008. Late responses shall not be accepted.

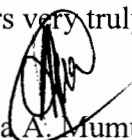
Please note that the GS/OAS reserves the right to reject any or all bid proposals, to award partial bids, and to make an award of contract to other than the lowest bidder. The GS/OAS further reserves the right to accept the lowest bid proposal without additional written or oral negotiations with other bidders.

We believe that this letter and its attachments provide you with the general specifications and related information necessary for you to submit a proposal. However, in the event that your company desires additional information and/or clarification, please address your questions to the attention of Ms. Pamela A. Mumuni by e-mail at: OASBIDSubmit@oas.org with a copy to mhaugaard@oas.org and jpaz@oas.org or via fax at (202) 458-6401.

This RFP is also being posted on the Organization of American States' Web Site, www.oas.org, under Resources - Procurement Notices.

We appreciate your giving consideration to this Bid Invitation, and look forward to receiving your proposal.

Yours very truly,



Pamela A. Mumuni
Director

Office of Procurement Services

Attachments: Technical Specifications and General Terms and Conditions