

**12. FPR**

IN REPLY

REFER TO: Solicitation No. \_\_\_\_\_  
For (Brief Description Title) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear \_\_\_\_\_:

Negotiations regarding the subject solicitation are complete. You are now afforded the opportunity to submit your Final Proposal Revision (FPR) for this solicitation.

At a minimum, your Final Proposal Revision should include the following:

1. A cover letter stating that this is your Final Proposal Revision.
2. Highlight any changes to either the technical or business sections.
3. A certification that this is the final price offered. It must be signed by someone authorized to bind your company.

Please submit an original and \_\_\_\_\_ copies of your FPR to this office by \_\_\_\_\_.

Late submissions will be subject to RFP provision number **52.215-10** entitled "**LATE SUBMISSIONS, MODIFICATIONS AND WITHDRAWALS OF PROPOSALS.**"

If you have any questions, please contact \_\_\_\_\_ at \_\_\_\_\_.

Sincerely,

\_\_\_\_\_  
Contracting Officer  
\_\_\_\_\_ Branch

USDA:ARS:AFM:PPD:(branch initials):(writers first initial+last name):(typist initials):(file name):(Disk No.):\_\_/\_\_/2000

revised: 11/03/2000  
(w:\share\ppdsop.dir\fpr.wpd)