



**DEPARTMENT OF THE AIR FORCE  
48TH FIGHTER WING (USAFE)**

9 April 2018

Dear Industry Partner,

The 48th Contracting Squadron, in close partnership with the Suffolk Chamber of Commerce, would like to extend an invitation to your company to attend an Industry Engagement Day on 10<sup>th</sup> May 2018 from 9am to 11am in the Millennium Suite, The Rowley Mile, Newmarket. The intent of the event is to provide new supply chain opportunities to industry partners interested in earning direct business opportunities with the United States government at various RAF installations across the United Kingdom, but primarily RAF Lakenheath and RAF Mildenhall.

The 48<sup>th</sup> Contracting Squadron manages a £145 million portfolio spanning a broad spectrum of market segments. Near term future opportunities include UK-wide grounds maintenance, waste management, pest control, hoods and extractor ducting, laundry services, and more as outlined on the attached document. The event will consist of a series of short presentations outlining organizational structure, upcoming business opportunities, and registration processes necessary to become a direct vendor to the US Government.

Space will be limited and reservations will be accepted on a first-come first-served basis with a permitted maximum of two representatives per company. To register for this event, please reply to [48CONS.PKP.VENDORS@US.AF.MIL](mailto:48CONS.PKP.VENDORS@US.AF.MIL) and we will contact you with the full details and the event agenda. There is no cost associated with event, and light refreshments will be offered as a courtesy to our future business partners.

If your company cannot attend but is interested in supply chain opportunities, please send an e-mail to our RSVP e-mail listed above. A representative will provide a list of opportunities, registration requirements, and contact information. We also encourage and invite all vendors to monitor US Government tender opportunities on the official web-site, Federal Business Opportunities, at [www.fbo.gov](http://www.fbo.gov). Guides are available upon request to assist you in navigating through this web-site and for System for Award Management (SAM) registrations.

I look forward to seeing you on the 10<sup>th</sup> May.

Yours Faithfully,

A handwritten signature in black ink, appearing to read "A. Coyne", is positioned above the typed name.

Adam V. Coyne, Lt Col, USAF  
Commander, 48th Contracting Squadron  
RAF Lakenheath