

4.4 Letter of Intent

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Every organisation intending to make a Submission against this RFP SHALL submit a Letter of Intent (LOI) signed by an officer on or before the deadline listed in [Section 6.11 Timetable](#), or as later varied by the issuing Task Force.

The LOI SHALL designate one or more contact points within the submitting organisation for receipt of all subsequent information regarding this RFP and the Submission. The names of these contacts are made available to all OMG members.

LOIs SHALL be sent by email, fax, or paper mail to the RFP Submissions Desk at the OMG address shown on the first page of this RFP.

A strongly recommended template for the Letter of Intent is available at <https://doc.omg.org/loi> [LOI].

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