



Embassy of the United States of America

Lome -Togo

January 18, 2023

To: Prospective Quoters

Subject: Blanket Purchase Agreement for Airport Expediting Services

Solicitation Number: **19T04023R0001**

The United States Embassy in Lome would like to enter into a Blanket Purchase Agreement (BPA) with a local vendor for the provision of Airport Expediting Services. This BPA would be for 1-year period with 4 option years from the date of acceptance of the agreement.

Please review the attached BPA stating terms and conditions applicable to providing these items and submit a price list for such items. As you will notice, some terms and conditions have been left blank as they will be filled in only after the selection.

A BPA is an Agreement, not a contract, and neither party is bound by its terms and conditions. The Government is not obligated to purchase any definite amount under this BPA. If a need arises, an authorized representative of the Government may issue an order following the procedures outlined in the BPA. If the BPA holder accepts the order, then a binding contract between the Government and BPA holder will exist for that specific order. If the BPA holder refuses to accept orders or furnish quotations in compliance with the terms of the Agreements, then it is likely that the Government will cancel the Agreement.

Quotations are due by January 27, 2023 at 10:00 am, local time.

Sincerely,

Robert Villar
Contracting Officer

Enclosure