



Embassy of the United States of America

Lome -Togo

September 08th, 2020

To: Prospective Quoters

Subject: Blanket Purchase Agreement for customs clearance and delivery process of shipments and shipping documents.

Solicitation Number: **19T04020R000**

The United States Embassy in Lome would like to enter into a Blanket Purchase Agreement (BPA) with a local vendor for customs clearance and delivery process of shipments and shipping documents. 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 services and submit a price list for such services. As you will notice, some terms and conditions have been left blank as they will be filled in only after the selection.

Please submit your price list by September 23rd, 2020 at 12:00 pm.

If you have any question or need any clarification regarding this agreement, you can direct them by letter to:

Contracting Officer
American Embassy
4332 Boulevard Gnassingbé
BP: 852
Lome, Togo

or by telephone to: 22-61-54-70 during regular business hour

or by email through LomeProcurement@state.gov. We are looking forward to hearing from you.

Sincerely,

Christina Stegura
Contracting Officer

Enclosure