



CONSULATE GENERAL OF THE
UNITED STATES OF AMERICA

January 15, 2016
Jerusalem

Dear Potential Offeror:

SUBJECT: Licensing Agreement JRS-CONS-001
American Citizen Services Document Passback Service

The Consulate General of the United States of America invites you to submit a tender to operate a courier service for customers of the consular section of the U.S. Consulate General in Jerusalem, located on 14 Professor David Flusser Street – Arnona neighborhood.

The Consulate intends to conduct a mandatory pre-quotation site visit at the site on January 27, 2016 at 2:00 pm, and all prospective offerors who have received the attached tender are invited to attend.

Service providers who are interested in attending the mandatory pre-quotation site visit must send their personal information (Name and I.D. #) to JerusalemCourier@state.gov to guarantee their access. The deadline for submitting this information is January 20, 2016 at 8:00 am.

Submit your tender via email to JerusalemCourier@state.gov or in a sealed envelope marked "Quotation Enclosed" to the Agreement Officer Theresa Sondjo, 14 Professor David Flusser Street, Arnona, Jerusalem on or before 10:00 am on Friday, February 5, 2016. No quotation will be accepted after this time.

Direct any questions regarding this tender by e-mail to the Agreement Officer at JerusalemCourier@state.gov.

Sincerely,

A handwritten signature in blue ink that reads "Theresa Sondjo".

Theresa Sondjo
Agreement Officer