



17th St. & Constitution Avenue N.W.
Washington, D.C. 20006
United States of America

Organization of American States

P. 202.458.3000
www.oas.org

Antigua and Barbuda
Argentina
The Bahamas
Barbados
Belize
Bolivia
Brazil
Canada
Chile
Colombia
Costa Rica
Cuba
Dominica
Dominican Republic
Ecuador
El Salvador
Grenada
Guatemala
Guyana
Haiti
Honduras
Jamaica
Mexico
Nicaragua
Panama
Paraguay
Peru
Saint Kitts and Nevis
Saint Lucia
Saint Vincent and the Grenadines
Suriname
Trinidad and Tobago
United States of America
Uruguay
Venezuela

SAF/OPS/118/11

October 17, 2011

Ref.: Invitation for Prequalification No. 23/11
- Travel Management Services for the GS/OAS

To Whom It May Concern:

The General Secretariat of the Organization of American States (GS/OAS), through its Office of Procurement Services (OPS), cordially invites your Travel Management Company to participate in the prequalification process to bid for the Contract for Travel Management Services.

Please find attached the Invitation for Prequalification (IFP), which includes the instructions for the preparation and submission of the application, the prequalification criteria, and the rules that govern the prequalification process.

All applications must be received by the GS/OAS no later than close of business ("COB") **5:30 p.m. EST on November 1st, 2011.**

This invitation and the attached IFP are also being posted at the OAS Web Site (www.oas.org) under Procurement, and at the dgMarket Web Site (www.dgmarket.com) under Tenders.

We appreciate in advance your giving consideration to this invitation, and look forward to receiving your proposal.

Sincerely,

Lili Romero-DeSimone

Director

Office of Procurement Services

Attachments: Invitation for Prequalification