

Invitation to Interested Suppliers for American Embassy Addis Ababa

Are you interested in providing supplies or services for the American Embassy in Addis Ababa?

If you want to do business with us, please submit your company profile to AddisVendorRequest@state.gov . The company profile should include the following information:

- Company name
- Trade license
- Type of business
- Full address of the company
- Company e-mail
- Telephone number
- Point of contact

The Embassy is planning to conduct a vendor fair at the end of October 2018. In order to be part of this fair and participate in business opportunities at the Embassy, please submit the requested information before **September 30, 2018**.

The major supplies and services the Embassy usually purchases are;

- ✓ Office and computer supplies
- ✓ Building materials, electrical, and plumbing supplies
- ✓ Metals, sheet metal and various bar stock
- ✓ Generator and vehicle spare parts
- ✓ Residential and office building maintenance and renovation services
- ✓ Car rental
- ✓ Hotel accommodation
- ✓ Air and surface shipment service
- ✓ Printing service
- ✓ Curtain sewing service
- ✓ Cleaning service
- ✓ Office equipment sales and maintenance service

For any questions, please contact Zelealem Workneh at WorknehZM@state.gov or +251-011-130-6972