

PRE-SOLICITATION NOTICE

Date: April 20, 2022

Document Type: Pre-solicitation Notice

Solicitation Number: 19JA80-22-Q-0024

Classification Code: R – Support Services (Prof, Admin, Mgmt)

NAICS Code: 561920 - Convention and Trade Show Organizers

Contracting Office Address: U.S. Embassy Tokyo, Procurement/Contracting Office
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Subject: Carrying out EducationUSA Virtual Fair

Opening and Closing Dates: To be announced (please see the solicitation when it is uploaded.)

Description: Please note that this solicitation is not ready to be issued as of this date. The U.S. Embassy Tokyo will launch the solicitation on the Embassy's website when it is available.

[\(https://jp.usembassy.gov/jobs/business-opportunities/\)](https://jp.usembassy.gov/jobs/business-opportunities/)

The U.S. Embassy Tokyo requires a contractor to perform professional service to carry out EducationUSA virtual fair for the U.S. Embassy in Tokyo, Japan. All responsible sources may submit a quote, which will be considered.

Note: As required by U.S. Government's federal acquisition regulation (FAR provision 52.204-7, System for Award Management), prospective offerors shall be registered in the System for Award Management (SAM) database prior to award of a contract. Below is the website link providing vendor registration information: <https://www.sam.gov/>

Place of Contract Performance: Tokyo, Japan