

**RFP INSTRUCTIONS**

**Dear Supplier,**

**If you wish to participate in this Request for Proposal please complete the “Intent to Bid Form” in the bid packet and return to the IRC (**[**Todd.Veneziano@rescue.org**](mailto:Todd.Veneziano@rescue.org)**) as soon as possible.**

**We look forward to your participation.**

**Thank You,**

Todd Veneziano

Senior Manager | Indirect Procurement & Travel

**International Rescue Committee**

**122 East 42nd Street**

**New York, NY 10168**  
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