



# MALANKARA MAR THOMA SYRIAN CHURCH

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## **INVITATION FOR QUOTATION INTERNATIONAL AIR MAIL COURIER SERVICES**

The Mar Thoma Sabha Office invites sealed quotations from reputed courier service providers for providing International Air Mail Courier Services for official correspondence and document delivery to various countries.

### **Scope of Service**

The selected courier agency shall provide reliable, secure, and timely air courier services for dispatching official documents, publications, and parcels to the countries listed below.

### **Countries & Courier Count**

	Country	Couriers
a)	Australia	9
b)	Bahrain	4
c)	Canada	10
d)	Germany	2
e)	Ireland	4
f)	Kuwait	9
g)	Malaysia	9
h)	New Zealand	5
i)	Oman	6
j)	Qatar	3

	Country	Couriers
k)	Saudi Arabia	2
l)	Singapore	1
m)	South Africa	2
n)	Switzerland	1
o)	United Arab Emirates	10
p)	United Kingdom	23
q)	United States of America	78

### **Quotation Requirements**

The quotation shall include:

1. Rate per document/parcels based on weight slabs (e.g., up to 250 g, 500 g)
2. Expected delivery time to each destination.
3. Pickup facility from the Sabha Office.
4. Online shipment tracking facility.
5. GST and any other applicable taxes.
6. Details of customer support and local service representative.

Addressed to:

**The Sabha Secretary**

The Malankara Mar Thoma Syrian Church  
Sabha Office  
Thiruvalla, Kerala

### **Last Date for Submission**

The quotation should reach the Sabha Office **on or before 10-07-2026 at 3 PM.**

Yours sincerely,

**Rev. Abey T. Mammen**  
Sabha Secretary

