



Letter of Invitation

REQUEST FOR QUOTATION

Ministry of Education
Bikenibeu
Tarawa
Republic of Kiribati

To Whom It May Concern,

The **Ministry of Education** Invites Quotations from Tenderers to supply the Goods described in this Request for Quotation (RFQ) as below.

Procurement No: RFQ-**23-G002-22**
Issue Date: **2022-03-30**
RFQ Closing Date: **2022-04-29 – 16h00 UTC+12 (Tarawa Time)***
Procurement Title: Request for Quotation (RFQ) for **[Toner cartirdges for all schools in Kiribati]**

This RFQ consists of the following documents, in addition to this letter, in separate files:

- Instructions on how to submit a Quotation
- Time Schedule for the RFQ/procurement process
- Specification of Goods to be supplied
- Evaluation Criteria and Method
- Special Contract Conditions for the Supply of Standard Goods
- General Contract Conditions for the Supply of Standard Goods
- Certificate of Compliance Form

A Supplier will be selected based on the competitive procurement procedure described in this RFQ.

Sincerely,

Birati Titon (DTD)

[name of authorized Procuring Officer]
[title]

Official email address: procurement@msep.gov.ki (or another dedicated email address)

** Please note that late submissions will not be considered*