



## Letter of Invitation

# REQUEST FOR PROPOSAL

Ministry of Culture and Internal  
Affairs  
Bairiki  
Tarawa  
Republic of Kiribati

To Whom It May Concern,

The Ministry of Culture and Internal Affairs invites Proposals from Tenderers to execute the Works described in this Request for Proposal (RFP) as below.

**Procurement No:** 15-W001-25

**Issue Date:** 12/02/2025

**RFP Closing Date:** 27/02/2025 @5:00 pm

**Procurement Title:** Request for Proposal (RFP) for HM Residential maintenance

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

- Instructions on how to submit the Proposal
- Time Schedule for the RFP/procurement process
- Specification of Works to be executed
- Evaluation Criteria and Method
- Specific Contract Conditions for the Supply of Works
- General Contract Conditions for the Supply of Works
- Certificate of Compliance Form
- Availability of Financial Resources form

A Contractor will be selected based on the competitive procurement procedure described in this RFP.

Sincerely,

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Bwereti Tewareka  
Secretary

Official email address: [procurement@mfep.gov.ki](mailto:procurement@mfep.gov.ki)

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