

Doc 2: Letter of Invitation to Tender

September 27, 2023

REF: - IDEA/WaterAid/PR-8119/10/2023

Dear Sir/Madam,

SUBJECT: Invitation to Tender for Construction & Rehabilitation works

Further to your enquiry regarding the publication of the above-mentioned Invitation to Tender, please find enclosed the following documents, which constitute the tender dossier:

- A. Instructions to Tenderers (See Doc 3)**
- B. Terms and Conditions (See Doc 4)**
- C. Price Schedule (See price schedule folder for KP & Balochistan)**
- D. Tenderer's Relevant Experience (Company Profile) (See Doc 6)**
- E. Tenderers Declaration (See Doc 7)**
- F. Code of Conduct and associated policies – Anti-Fraud Policy (See separate folder)**
- G. NTN & STRN Certificate (with proof of being active).**
- H. At least 03 Relevant purchase orders/contracts copies.**
- I. Undertaking All construction work, material/items must be 100% according to the specifications, quantity and quality as required.**
- J. Proof for the past experience as a registered entity in the construction sector/trade**
- K. (certificate of Engineering Council).**
- L. Undertaking for work completion.**

We look forward to receiving your tender on or before **October 11, 2023** at the address specified in the tender dossier.

Your tender bid must include the following documentation so please use the list below as a 'Checklist' before submitting your tender.

- 1. Technical Specification**
- 2. Financial Offer**
- 3. Signed Tenderers Declaration**
- 4. Company Certificate of Registration**
- 5. Copy of the NTN**
- 6. Registration Certificate**
- 7. Completed 'Tenderers Relevant Experience Form' with supporting Document for reference.**
- 8. List of Current Clients.**

Offers must be submitted in sealed envelopes, marked “**TENDER – Rehabilitation & Construction works (Lot No. _____)**” not to be opened before **October 11, 2023 2:30 PM**” and should bear the tender reference specified above on the outside of the envelope for identification purposes.

Yours sincerely,

Muhammad Zahir
Procurement & Logistics Officer
Contact No: 091-5610110