



## UNDP Expression of interest

### Appendix I – Cover Letter

Dear Sir/Madam

Reference: UNDP/AFG/2017/0000001348

Re: Invitation for the Submission of Expression of Interest for the Internet Services for UNDP Country Office, Projects and Other UN Agencies.

We hereby solicit your application for the submission of expressions of interest for the provision of Internet Services as mentioned below:

- Internet Connectivity and relevant services through provision of fiber optic internet services

It is foreseen that UNDP will be procuring the above services with an estimate spend of USD 1 Million (Approximate) as per UNDP's 2016 past spend analysis.

UNDP Country Office in Afghanistan intends to develop a wide roster of pre-qualified suppliers for provision of internet services.

The evaluation will be based on the information provided in your application.

To enable you to submit your application, please find enclosed:

Appendix I – Cover Letter (this letter)

Appendix II – TOR

Appendix III – Profile Form

Appendix IV – Technical Proposal

Appendix V – Past experience and List of Referees

**Manner of Disseminating Supplemental Information to the EOI and responses/clarifications to queries of EOIs:**

**Applications must be submitted through E-Tendering Module “Online bidding”.** Once uploaded, Prospective service providers (i.e. Proposers that have accepted the “Request for Information” in the system) will be notified via email that changes have occurred. It is the responsibility of the applicants to view the respective changes and clarifications in the system.

As specified in the system (note that time zone indicated in the system is New York Time zone).

PLEASE NOTE: -

Date and time visible on the main screen of event (on E-Tendering portal) will be final and prevail over any other closing time indicated elsewhere, in case they are different. Please also note that the EOI closing time shown in the PDF file generated by the system is not accurate due to a technical glitch that we will resolve soon. The correct EOI closing time is as indicated in the E-Tendering portal and system will not accept any application after that time. It is the

responsibility of the bidder to make sure applications are submitted within this deadline. UNDP will not accept any application that is not submitted directly in the system.

Try to submit your application a day prior or well before the closing time. Do not wait until last minute. If you face any issue submitting your bid at the last minute, UNDP may not be able to assist.

EOI notification will be uploaded relevant websites:

Focal Person in UNDP: Supply Chain Management Office

Address: United Nations Development Programme, UNDP Country Office, UNOCA Complex, Jalalabad Road, Kabul, Afghanistan

E-mail address dedicated for this purpose: [Procurement.af@undp.org](mailto:Procurement.af@undp.org)

Note: The Subject Line Email Should UNDP/AFG/2017/0000001348 Provision Internet Services

Your application MUST include the document stated below:

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UNDP will not be responsible for any cost associated with the preparation and submission of the application in response to this EOI regardless of the outcome of the process.

The submission will be subject to an evaluation based on criteria stipulated in this EOI. Please note that the EOI does not entail any commitment toward a contract on the part of UNDP, or bear the cost of the documents.

Sincerely,

Head of SCMO