

## Section 1. Letter of Invitation

Kabul, Afghanistan  
August 8, 2017

Case Number: UNDP/AFG/2017/ITB/ 0000001533

Subject: Invitation to Bid for Civil Works in Afghanistan  
Dear Bidder,

The United Nations Development Programme (UNDP) Afghanistan Country Office, hereby invites you to submit a Bid to this Invitation to Bid (ITB) for the above-referenced subject.

This ITB includes the following documents:

- Section 1 – This Letter of Invitation
- Section 2 – Instructions to Bidders (including Data Sheet)
- Section 3 – Scope of Works for the construction works including, schedules, technical specifications and drawings
- Section 4 – Bid Submission Form
- Section 5 – Documents Establishing the Eligibility and Qualifications of the Bidder
- Section 6 – Technical Bid Forms
- Section 7 – Priced bill of quantities
- Section 8 – Form for Bid Security
- Section 9 – Form for Performance Security (performance security shall be required after issuance of letter of intent )
- Section 10 – Draft of Contract for Civil Works
- Section 11 - General Terms and Conditions
- Annex 1 Instruction Manual for Bidders (E-tendering)
- Annex 2 FAQ for Bidders (E-Tendering)

Your offer comprising of all required documents should be submitted in accordance with the instructions of bidding documents through the UNDP ATLAS E-Tendering system, which can be accessed at <https://etendering.partneragencies.org>.

No hard copy or email submissions will be accepted by UNDP:

The step by step instructions for registration of bidders and quotation/proposal submission through the UNDP ATLAS E-Tendering system is available in the instructions manual for the bidders (Annex-1 and 2), attached with this ITB. Should you require any training on the UNDP ATLAS E-Tendering system or face with any difficulties when registering your company or submitting your bid, please send an email to the

E-Tendering Help Desk at [procurement.af@undp.org](mailto:procurement.af@undp.org) or call +93796784518 during office hours to request for help.

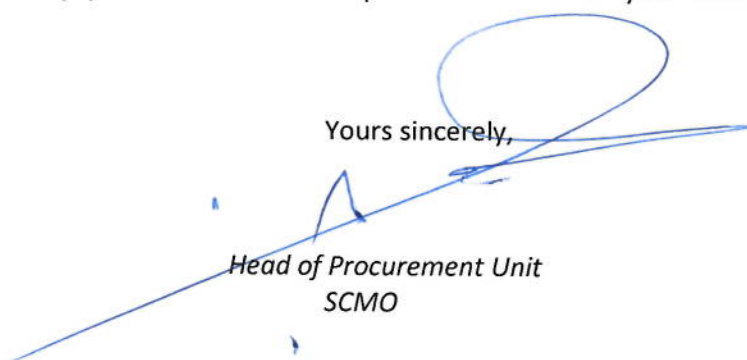
The proposers are advised to use Internet Explorer (Version 10 or above) browser to avoid any compatibility issues with the E-Tendering system.

Please refer to E-Tendering system for closing date of this ITB.

Kindly go through this invitation letter and other documents attached here to this ITB. Should you have any questions or require any clarification, please feel free to send an email to the procurement officer at Email: [procurement.af@undp.org](mailto:procurement.af@undp.org)

UNDP looks forward to receiving your Bid and thanks you in advance for your interest in UNDP procurement opportunities.

Yours sincerely,

  
Head of Procurement Unit  
SCMO

*[insert: address and email address]*