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Resilient nations.*

Kabul, Afghanistan

**August 20, 2014**

## **Section 1. Letter of Invitation**

**UNDP/AFG/ITB/2014/0000000184: Construction of IEC Provincial Office Sar-i-Pul**

Dear Mr. /Ms.: Bidder

Dear Sir/ Madam,

1. The United Nations Development Programme (UNDP) 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 (not needed for bidding)
- Section 10 – Draft of Contract for Civil Works
- Section 11 - General Terms and Conditions

Your offer, comprising of the documents stated in this tender, should be submitted in accordance with Section 2 (including Data Sheet) thorough the UNDP ATLAS E-tendering system. The step by step to be followed for bid submission thorough the UNDP ATLAS E-tendering system is available in the instruction manual for the bidders, attached with this ITB.

**No hard copy or email submissions will be accepted by UNDP.**

**UNDP ELECT II**



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Also, please remember the following dates:

Pre- Bid clarification meeting will be held on:

Date: August 31, 2014

Time: 11:00 hours Kabul time

Location: UNDP Country Office, UNOCA Complex, Jalalabad Road, Kabul Afghanistan

Bid submission deadline: September 10, 2014 10:00 AM (local time)

Bid opening: September 13, 2014 10:30 AM (local time)

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 [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,

Peter Mann

Procurement Specialist Head of Procurement ELECT-II