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## Letter of Invitation

September 28, 2016

RFI Ref. No. UNDP/AFG/RFI/2016/ 0000000980) for Information from CSOs/NGOs For CSO Engagement Grants

Subject: invitation to Request for Information (RFI) from National and international CSOs/NGOs For CSO Engagement Grants for potential partnership with UNDP LOGO Project in Afghanistan.

Dear Sir / Madam:

The United Nations Development Programme (UNDP) Afghanistan Country Office hereby invites you to submit a complete information as requested in the Annex-1 to this Request for information (RFI) for the above-referenced subject.

This RFQ includes the following documents:

- This Letter of Invitation
- Annex 1 - Request for information(RFI) Sheet
- Annex-2 – UNDP General Terms and Conditions for professional services
- Annex-3- Instructions Manual for Bidders
- Annex-4- FAQ for Bidders

Request for information (RFI) from National and international CSOs/NGOs For CSO Engagement Grants for potential partnership with UNDP LOGO Project in Afghanistan , should be submitted to UNDP Afghanistan in accordance with the Annex 1 (RFI- Sheet) through the **“UNDP ATLAS E-tendering system”** (<https://etendering.partneragencies.org>).

The step by step instructions for registration of CSOS/NGOS AND submission of RFI through the UNDP ATLAS E-tendering system is available in the **“Instructions Manual**, attached with



this RFI as Annex-3.

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

Also, please remember the following dates:

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**RFI submission deadline:** Please refer to E-Tendering system

Kindly go through this invitation letter and other documents attached here to this RFI. Should you have any questions or require any clarification, please feel free to email your questions/clarifications to the procurement officer at [procurement.af@undp.org](mailto:procurement.af@undp.org). The subject of the email should be RFI Ref. No. UNDP/AFG/RFI/2016/ 0000000980)

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

Yours sincerely,

Head of Procurement unit  
Supply chain Management office  
UNDP Afghanistan Country Office