



RFO-MOE-2021-

REQUEST FOR OFFER

Ministry of Finance & Economic
Development
Bairiki, Tarawa
Republic of Kiribati

To Whom It May Concern,

The Ministry of Finance and Economic Development, invites Offers from Suppliers to provide the services described in this Request for Offers (RFO) as below.

Procurement No: RFO-MOE-2021-001
Issue Date: 3rd May, 2021
RFO Closing Date: 2021- [14th May] – 1700 UTC+12 (Tarawa Time)
Project Title: Request for Offers for Security Services for MOE

This RFO consists of the following descriptions:

- Instructions on how to submit the quotation
- Specification of the Services to be provided
- Evaluation Criteria and Method
- Terms and Conditions

A Supplier will be selected based on the competitive procurement procedure described in this RFO.

Sincerely,

Bwakura Metutera Timeon
Secretary, MoE

Official email address: procurement@mfep.gov.ki for tender submissions only. For enquiries contact this email address

** Please note that late submissions will not be considered*



SPECIFICATION OF SERVICES TO BE PROVIDED

Pos.	Description	Offered Price
1.	Security Services for BTC JSS	
2.	Security Services for TUC2 JSS	
3.	Security Services for TUC1 JSS	
4.	Security Services for Kiribati National Library & Archives (KNLA)	
5.	Security Services for Kiribati Teachers College (KTC)	
6.	Security Services for Curriculum & Development Resource Centre (CDRC)	
7.	Security Services for Ngaon te Rabakau JSS	
8.	Security Services for MoE Headquarters	
9.	Security Services for School buses	

EVALUATION CRITERIA AND METHOD

A Contract will be awarded to the Offer with the lowest price, which fulfils the following mandatory requirements:

- Price schedule form
- KPF Clearance
- Tax Clearance
- Valid Business License
- Valid Registration
- Reference

INSTRUCTIONS ON HOW TO SUBMIT THE QUOTATION

The Offer must be submitted in electronic version via email to the official email address, no later than as stated on the first page, with the following noted in the subject line: **RFO MOE-2021-001 – Offer**

TIME SCHEDULE FOR THE RFO



TERMS AND CONDITIONS

ENTIRE AGREEMENT

This SPO, including these general terms and conditions, and any special conditions, specifications, drawing and other documents herein constitute the entire agreement between the parties.

ACKNOWLEDGEMENT AND ACCEPTANCE

The Service Provider signifies acceptance of the SPO and of the terms and conditions governing the SPO unless the Service Provider promptly notifies the Buyer of non-acceptance or modification and thereby has entered into and executed the contract for the Services stated.

PRICE AND PAYMENT

The price of the Services stated in the SPO shall constitute the full compensation to the Service Provider for the Services, and shall include, unless otherwise stated, all costs, fees and other charges of any kind incurred by the Service Provider related to the Services prior to delivery of the Services to the Buyer. Payment will be made in accordance with the applicable provisions of the SPO

TERMINATION

The Buyer may at any time for any reason, including curtailment or termination of funding applicable to this agreement, terminate this SPO, in whole or in part, by giving written notice thereof to the Service Provider. In the event of such termination, the amount due under the SPO shall be subject to an equitable adjustment, provided only that the Buyer shall not be required to pay the Service Provider for Services ordered, but not delivered.

DELAY

Time is of the essence. Failure by the Service Provider to deliver the Services within the time specified in the SPO or within a reasonable period of time if no time is specified shall, at the option of the Buyer, relieve the Buyer of its obligations to accept and pay for the Services. Where delays in delivery are due to causes beyond the Service Provider's reasonable control (such as act of nature, act of government, fire, general strike, flood, epidemic, war, riot or civil commotion), delivery shall be subject to an extension of the time for performance, provided the Service Provider has given the Buyer written notice of delay within three (3) days of its commencement. The extent of any extension to the performance period shall be equal to the time actually lost by the Service Provider as a result of the delay.

LIQUIDATED DAMAGES

In case the Service Provider fails to deliver any or all of the Services within the time specified in the SPO, the Buyer may, without prejudice to any other remedy it may have under the order, deduct from the order value, as compensation for liquidated damages, a sum equivalent to two-tenths of one percent (0.2%) of the contract value for each day of delay in delivery subject to a maximum amount of ten percent (10%) of the order value.

WARRANTY

The Service Provider warrants that the Services shall be free from defect in design, material, workmanship and title; shall conform in all respects with the terms of the SPO; and shall be of the best quality if no quality is specified. If any such defect of the Services becomes evident within one year of operation, and the Buyer so notifies the Service Provider within a reasonable period of time after discovery of the defect, the Service Provider shall thereupon promptly correct the defect at its expense.

If the Service Provider does not correct the Services as notified to the Service Provider as being defective within a period of time reasonable in the circumstances, the Buyer shall have the right to remedy the said defect at the Service Provider's risk, cost and expense.

ASSIGNMENT/SUBCONTRACTING

The Service Provider shall not assign or subcontract this agreement or any part thereof to third parties unless the Service Provider has obtained prior approval in writing from the Buyer after informing the Buyer of its own procurement plan and procedures.