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## Letter of Invitation

# REQUEST FOR QUOTATION

Ministry of Culture and Internal Affairs  
Bairiki, Tarawa  
P.O. Box 75 Bairiki  
Republic of Kiribati

To Whom It May Concern,

The Ministry of Culture and Internal Affairs invites Quotations from Tenderers to supply the Goods described in this Request for Quotation (RFQ) as below.

**Procurement No:** 15-G015-24  
**Issue Date:** 18/09/2024  
**RFQ Closing Date:** 14/10/2024 – 17h00 UTC+12 (Tarawa Time)\*  
**Procurement Title:** Request for Quotation (RFQ) for Beru Guest House Materials

This RFQ consists of the following documents, in addition to this letter, in separate files:

- Instructions on how to submit a Quotation
- Time Schedule for the RFQ/procurement process
- Specification of Goods to be supplied
- Evaluation Criteria and Method
- Specific Contract Conditions for the Supply of Standard Goods
- General Contract Conditions for the Supply of Standard Goods
- Certificate of Compliance Form
- Availability of Financial Resources form

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

Sincerely,

Bwereti Tewareka  
Secretary

Official email address: [procurement@mfep.gov.ki](mailto:procurement@mfep.gov.ki)

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