# Letter of Invitation

# REQUEST FOR QUOTATION

**[Ministry of Health and Services]**

[Nawerewere]

[Tarawa]

Republic of Kiribati

To Whom It May Concern,

The **[Ministry of Health and Services]** invites Quotations from Tenderers to supply the Goods described in this Request for Quotation (RFQ) as below.

## Procurement No:

Issue Date: 25/03/2025

RFQ Closing Date: 09/04/2025 – (Tarawa Time)\*

Procurement Title: Request for Quotation (RFQ) for [Kitchen supplies for patients’ rations]

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,

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[Ms. Agnes Naare]

[OIC, MHMS]

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