



Letter of Invitation

REQUEST FOR PROPOSAL

Ministry of Employment and Human
Resources
Bairiki
Tarawa
Republic of Kiribati

To Whom It May Concern,

The Ministry of Employment and Human Resources invites Proposals from Tenderers to execute the Works described in this Request for Proposal (RFP) as below.

Procurement No: 28-W001-26
Issue Date: 12/10/2026
RFP Closing Date: 24/11/2026 - Tarawa Time
Procurement Title: Request for Proposal (RFP) for Maintenance work to MEHR Secretary official residence.

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

- Instructions on how to submit the Proposal
- Time Schedule for the RFP/procurement process
- Specification of Works to be executed
- Evaluation Criteria and Method
- Specific Contract Conditions for the Supply of Works
- General Contract Conditions for the Supply of Works
- Certificate of Compliance Form
- Availability of Financial Resources form

A Contractor will be selected based on the competitive procurement procedure described in this RFP.

Sincerely,

Beraina Teirane
Officer-in-Charge, Ministry of Employment & Human Resources.

Official email address: procurement@mfep.gov.ki