

Section 1. Letter of Invitation

Kabul, Afghanistan
February 9, 2015

Case Number: UNDP/AFG/ITB/ 0000000262

Subject: Invitation to Bid for Construction of IEC Provincial Office in Khost, Afghanistan

Dear Bidder,

The United Nations Development Programme (UNDP) Afghanistan Country Office, hereby invites you to submit a Bid to this Invitation to Bid (ITB) for the above-referenced subject.

This ITB includes the following documents:

- Section 1 – This Letter of Invitation
- Section 2 – Instructions to Bidders (including Data Sheet)
- Section 3 – Scope of Works for the construction works including, schedules, technical specifications and drawings
- Section 4 – Bid Submission Form
- Section 5 – Documents Establishing the Eligibility and Qualifications of the Bidder
- Section 6 – Technical Bid Forms
- Section 7 – Priced bill of quantities
- Section 8 – Form for Bid Security
- Section 9 – Form for Performance Security (performance security shall be required after issuance of letter of intent)
- Section 10 – Draft of Contract for Civil Works
- Section 11 - General Terms and Conditions
- Annex 1 Instruction Manual for Bidders (E-tendering)
- Annex 2 FAQ for Bidders (E-Tendering)

Your offer, comprising of the documents stated in this tender, should be submitted in accordance with Section 2 (including Data Sheet-section-3) through the UNDP ATLAS E-tendering system. The step by step actions to be followed for bid submission through the UNDP ATLAS E-tendering system is available in the instruction manual for the bidders, attached with this ITB.

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

Also, please remember the following dates:

Pre-Bid clarification meeting:

Pre- Bid clarification meeting will be held on:

Date: February 15, 2015

Time: 11:00 hours Kabul time

Location: UNDP Afghanistan Country Office, Jalalabad Road, Paktya Kot, Kabul Afghanistan

Bid submission deadline: **March 01, 2015, 09:00 AM (local time)**

Bid opening: **March 01, 2015, 11:00 AM (Kabul time)**

Kindly go through this invitation letter and other documents attached here to this ITB. Should you have any questions or require any clarification, please feel free to send an email to the procurement officer at procurement.af@undp.org

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

Yours sincerely,

Procurement Unit
UNDP ELECT II