**Doc 2: Letter of Invitation to Tender**

**Tender Ref: AUG-24-135**

Dear Sir/Madam,

**SUBJECT: INVITATION TO TENDER FOR INSTALLATION OF SOLAR SYSTEM, CONSTRUCTION/REHAB OF LATRINES &, INSTALLATION OF HAND PUMPS**

Further to your enquiry regarding the publication of the above-mentioned Invitation to Tender, please find enclosed the following documents, which constitute the tender dossier:

1. **Instructions to Tenderers (See Doc 3)**
2. **Terms and Conditions (See Doc 4)**
3. **Price Schedule (See Doc 5a, 5b, 5c, 5d)**
4. **Tenderer’s Relevant Experience (See Doc 6)**
5. **Tenderers Declaration (See Doc 7)**
6. **Design & BOQs (Separate Folder)**
7. **Code of Conduct and associated policies – Anti-Fraud Policy (See separate PDF File)**

We look forward to receiving your tender on or before **1500 Hrs (GMT +5) on October 04, 2024** at the address specified in the tender dossier.

Your tender bid must include the following documentation so please use the list below as a ‘Checklist’ before submitting your tender to Concern.

1. **Technical Specification**
2. **Financial Offer**
3. **Signed Tenderers Declaration**
4. **Company Certificate of Registration**
5. **Copy of the NTN**
6. **Completed ‘Tenderers Relevant Experience Form’ with supporting for reference.**
7. **List of Current Clients.**

Offers must be submitted through Sealed envelopes, marked as **“AUG-24-135”** on the subject line for identification purposes.

Yours sincerely**,**

Procurement Department

Concern Worldwide

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