



PARLAMENTO NACIONAL

SECRETARIADO-GERAL

Rua Formosa Dili, Timor-Leste

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Invitation to Bid


Date: 14th of February 2021

NCB No.: PN-2022-02 Supply of Catering Services for National Parliament

NCB No.: PN-2022-02 Fornecimento Serviço de Catering ba Parlamento Nacional

<p>1. The National Parliament of Timor-Leste, invites potential Companies to participate in this bid for Supply of Catering Services.</p> <p>2. The bidding document and additional copies may be purchased for a non-refundable fee of: USD 20.00 (twenty USD dollar) at address as specified in item no 4 of this letter.</p> <p>3. Bidding will be conducted as a two envelopes procedure, wherein the Technical Proposal and Financial Proposal shall be submitted together in separate sealed envelope as specified in Section 1 Instruction to Bid Item No. 5. The bidders shall note carefully the instructions in the bidding documentation.</p> <p>4. Bid shall be submitted to: Divisão de Aprovisionamento, Direcção de Gestão Financeira do Secretariado-Geral Parlamento Nacional de Timor-Leste, Rua Formosa, Dili – Timor-Leste.</p> <p>5. On or before 15:00 (Local time), 04th of March, 2022 and the technical proposal will be opened at 15:30 (Local time) at the same day in the presence of bidders who wish to attend.</p> <p>6. The pre bid meeting is mandatory and will be held in National Parliament building on 21st of February 2022 at 15:00 (Timor-Leste time).</p> <p>7. Late Bids: bids received after the above time and date shall not be considered.</p> <p>8. Bid Security - Bidders are required to provide a bid security which shall be at least 2% of bid price. The bid security shall be an on-demand irrevocable bank guarantee or Bank Cheque made out to the National Parliament of Timor-Leste. All Bids received without bid security will not be considered.</p> <p>9. Bidder should consider the tender assessment criteria provided in bidding documents. This assessment breakdown directly reflects the importance of each component of the submitted proposals, and final award shall be based on a value for money assessment</p>	<p>1. Parlamento Nacional Timor Leste, convida companhia nacional ne'ebé potencial, hodi participa iha Concurso ba Fornecimento Serviço de Catering</p> <p>2. Copia documentos concurso nian no adicional sira seluk sei custa ho folin US\$. 20.00 (Vinte Dolares Americano) no sei la reembolsa. Fatin ba hetan dokumentus sira espesifika iha item no.4 husi dokumentu ne'e.</p> <p>3. Concurso ne'e sei halaó ho procedimento envelope 2 (rua), mak hanesan proposta técnico no proposta financeiro ne'ebe sei submete hamutuk iha envelope separado no taka metin hanesan espesifika iha sessão 1º instrusaun ba proposta, numero 5. Konkorrente sira precisa hola atensaun ho kuidadu ba intrusaun sira relativa ho concurso refere.</p> <p>4. Proposta sei submete ba Divisão Aprovisionamento, Direcção Gestão Financeira, Secretariado-Geral Parlamento Nacional Timor-Leste, Rua Formosa, Dili – Timor-Leste.</p> <p>5. Submisaun proposta iha loron 04 fulan Março 2022 to'o tuku 10 HTL no iha loron hanesan ho prezensa husi konkorrente interesadu sira sei iha abertura ba proposta teknika sira iha oras tuku 10:30 HTL.</p> <p>6. Conferencia previa nudar obrigatório no sei hala'o iha edificio Parlamento Nacional iha loron 21 Março 2022, 2ª feira, tuku 15.00.</p> <p>7. Proposta ne'ebé mai liu tempu ne'ebé determina iha ponto 5 sei la konsidera.</p> <p>8. Konkorrente obrigatório fornece Bid Security ho valor minimu 2% husi proposta. Bid security sei sai hanesan garantia bancaria ne'ebe irrevogável ka cheque bancário ne'ebe entrega ba Secretariado-geral Parlamento Nacional Timor Leste. Proposta ne'ebé laiha bid security sei la konsidera.</p> <p>9. Concorente tengke konsidera critérios sira avaliação nian iha documentos concurso. Critérios hirak ne'e refleta importância husi kada componente ba proposta ne'ebé submete, no nia resultado final sei baseia ba critério valor ba osan ka value for Money.</p>
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Proposed by:


Natalia Maria Bere

(Directress Of Financial Management)

Approved by:


Adelino Afonso de Jesus

(Secretary General of National Parliament)