



PARLAMENTO
NACIONAL
República Democrática de Timor-Leste

SECRETARIADO-GERAL

Letter of Invitation

Tender No.: PN-02-2023

September 1st, 2023

1. Funding for these Services will be made from the 2023 General Budget of the Purchaser of the National Parliament of the Democratic Republic of Timor-Leste.
2. The Project Owner (Purchaser/Contracting Entity) is National Parliament of Timor-Leste whose office address is Rua Formosa, Dili, Timor-Leste, e-mail edgar.martins@parlamento.tl and contact numbers: +670-77305191
3. The Procurement Entity for this particular project is the Procurement Division of National Parliament, whose office address is:
National Parliament
Rua Formosa, Dili, Timor-Leste
Email aprovisionamento@parlamento.tl

Interested Supplier/companies needing further information or wanting to seek clarification during bidding time (if any) may contact the Procurement Entity through this e-mail aprovisionamento@parlamento.tl and copy to edgar.martins@parlamento.tl, vitorino.reis@parlamento.tl. And simplicio.gomes@parlamento.tl. contact numbers : +670-77284688
4. The object of this tender is Supply of Goods: **Supply, Installation and Commissioning of Sound System for The Plenary Hall of National Parliament of Timor-Leste**
5. The detailed information is provided in Section 5 (Schedule of Supply) of the Bidding Documents.
6. The bidding shall be conducted as a **single-stage, two-envelope procedure**, wherein the Technical Bid and Financial Bid shall be submitted together in separately sealed envelopes
7. The Technical Bid will be evaluated first based on the Qualification criteria (i.e. Using Forms FIN-1 and FIN-2 in Section 4 (Bidding Form) the Bidder must demonstrate access to or availability of Cash in bank approved Line of Credit and other financial means other than any contractual advance payments for its current work commitment to meet cash flow requirement of: **US\$ 750,000.00**; Successful completion as main Bidder within the last ten (10) years, of at least two (2) contracts each valued of One (1) Million United States Dollars with nature, and complexity similar to the scope of supply. The minimum technical score (St) required to pass is: 75 from a maximum of 100 points. For a complete information, please refer to Section III of the Bidding Documents.
Firms reaching or exceeding the minimum technical passing score (75 points) shall be invited for Price Bid opening.
8. This Tender is open to all interested international and national suppliers/companies.
9. Bids may be submitted by physical presentation of documents at the address below:
Procurement Division of National Parliament of Timor-Leste



PARLAMENTO
NACIONAL
República Democrática de Timor-Leste

SECRETARIADO-GERAL

Rua Formosa, Dili, Timor-Leste.

10. Technical Bids will be opened on **18th October at 15.00 hours** local time after the closing time for the submission of the bids at the same address in the presence of bidders who wish to attend.
11. Deadline for Bid submission is **18th October at 15.00 hours local time**. Any Bid received by the Purchaser after the deadline shall be declared late and rejected, and promptly returned unopened.
12. The Government's maximum cost estimate for the project is USD **\$1,148,220.00**. Any Price Bid exceeds the cost estimate will be declared non-responsive and rejected.
13. The location of the contract implementation is National Parliament, Dili Municipality, Timor-Leste, and the contract duration is **60 Calendar days**.
14. The Bidding Documents is available free-of-charge to any interested Suppliers/Companies by sending a written request by email after which a PDF copy of the Bidding Documents will be sent also by email during office hour at the email address given above.
15. A pre-bid meeting will be held at **15.00 hours local time on 15th of September 2023** at the following address:
National Parliament
Rua Formosa, Dili, Timor-Leste
16. Bid Validity Period is **120 days**.
17. The winner of this tender will be required to submit a Performance Guarantee in the form of an unconditional and non-revocable bank guarantee. A Bank Guarantee issued by an overseas bank shall have a corresponding bank in TL. Additionally, during contract implementation, the winner (awardee) will be subjected to a quality guarantee in the form of retention.
18. Consulting firms shall be responsible for paying of all related taxes.

Edgar Sequiera Martins
General Secretary, National Parliament of Timor-Leste