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To Chief Executive Officer

In reply, please quote the file reference



GOVERNMENT OF SAMOA

## MINISTRY OF FINANCE

31 January 2020

### REQUEST FOR RFQ/TENDER

1. The Government of Samoa through the Ministry of Finance invites sealed bids from eligible and qualified Tenderers for provision of the following general services at the Tui Atua Tupua Tamasese Efi Building (TATTE) and Samoa Convention Centre at Sogi:
  - a. **Request for Quotation (Ref: SAM-Fi11/2019):** Commercial Cleaning Services for TATTE Building and Samoa Convention Centre.
  - b. **Request for Quotations (Ref: SAM-Fi12/2019) :** Security Protection Services for TATTE Building and Samoa Convention Centre.
  - c. **Open Competitive Tender (Ref: SAM-Fi13/2019) :** Maintenance and Service of Air Conditioning and Ventilation System at TATTE and Samoa Convention Centre.
2. The Scope and Specifications of the general services will be provided upon uplifting of the Tender Documents.
3. Each tender is treated as separate contracts for bidding.
4. Bidders may bid for all three general services separately but will be awarded with **only one** contract if successful.
5. Tender/Bidding Documents may be uplifted from ACEO Corporate Services, Ms Lise Vailaau-Tuala on email [lisevailaau@mof.gov.ws](mailto:lisevailaau@mof.gov.ws) or telephone 34333/34322. They are also available on the Ministry of Finance's website [www.mof.gov.ws](http://www.mof.gov.ws)
6. Tenderers must submit bids to :

**The Secretary  
Tenders Board**

**Ministry of Finance**  
**Level 4, Central Bank of Samoa Building**  
**APIA**

7. Effective closing dates for RFQ/Tender are as follows:

- (a) RFQ Ref: SAM-Fi11/2019 – no later than **11am Monday 24 February 2020.**
- (b) RFQ Ref: SAM-Fi12/2019 – no later than **11am Monday 24 February 2020**
- (c) Tender Ref: SAM-Fi13/2019 – no later than **11am Monday 2 March 2020**

Late bids will not be accepted and will be returned unopened. Bids must be submitted before the date provided by mail or in person. Electronic submissions of bids are not permitted.

8. Bids will be opened in the presence of the Tenderer or the Tenderer's Authorized Representative at the address above at 11.30am on THE SAME DAY.

Ma le faaaloalo lava,



**Leasiosiofa'asisina Galumalemana Oscar Malielegaoi**  
**Chief Executive Officer**