

Please address all correspondence
To the Chief Executive Officer

In reply, please quote the file reference



File ref:

GOVERNMENT OF SAMOA

MINISTRY OF FINANCE

INVITATION FOR TENDER

- A. The Government of the Independent State of Samoa through the Chief Executive Officer of the Ministry of Finance (“the Principal”) invites tenders from interested tenderers for the **“Procurement of Commercial Cleaning Services for Tui Atua Tupua Tamasese Efi (TATTE) Building and Samoa Conference Centre.”**
- B. This Invitation for Tenders includes the following Tender Documents:
- (i) Part 1 - Bidding Procedures;
 - (ii) Part 2 - Procuring Entity’s Requirements;
 - (iii) Part 3 - Conditions of Contract and Contract Forms.
- C. All tenderers must observe the Tender Process and Specification(s). It is also necessary for all tenderers to peruse the Terms and Conditions of the Contract.
- D. For enquiries and the inspection of the tender documents, tenderers should contact the following person at the address given below from 9.00am to 5.00pm on normal working days:
- Lise Vailaau
Assistant Chief Executive Officer
Ministry of Finance
Apia
SAMOA
Phone Number: 34322
Email Address: lise.vailaau@mof.gov.ws
- E. Tender will close on **Monday 14th June 2021, 11am**. All tenders must be deposited in the tender box located at the Ministry of Finance, Level 4, Central Bank of Samoa Building, Apia, Samoa no later than **Monday 14th June 2021, 11am**.
- F. All Tenders must be delivered in a sealed envelope at the address provided and marked as follows;
Tender No. (MOF 01/2021) Procurement of Commercial Cleaning Services for Tui Atua Tupua Tamasese Efi (TATTE) Building and Samoa Conference Centre

The Secretary
Samoa National Tenders Board
Ministry of Finance,
Level 4, Central Bank of Samoa Building,
Apia,

SAMOA

- G. Tenders will be opened immediately after the deadline in the presence of tenderers' representatives who choose to attend.
- H. Late Tenders will not be considered.
- I. The Ministry of Finance reserves the right to reject any or all tenders.
- J. The MOF shall not be responsible for any costs or expenses incurred by the tenderers in connection with the preparation or delivery of tenders.



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Leasiosiofa'asisina Galumalemana Oscar T. Malielegaoi
CHIEF EXECUTIVE OFFICER
MINISTRY OF FINANCE