



Instituto do Petróleo e Geologia – Instituto Público (IPG)

Letter of Invitation

ICB No.:01/IPG-AM/X/2016

5 October 2016

1. The Institute of Petroleum and Geology (IPG), Administrative Management division invites potential Companies to participate in this bid for **Supply of Vehicles for Institute of Petroleum and Geology (IPG)**.
2. Funding for these Services will be made from **Institute of Petroleum and Geology (IPG) budget for fiscal year 2016**.
3. The project is located in Dili, Timor-Leste.
4. The Scope of Services is to supply and delivery of goods and warranty.
5. The bidding document and additional copies can be collected with no fee at address as specified in **item no 8 of this letter** or can be downloaded freely from: <http://www.ipg.tl>.
6. A company will be selected under the performance to furnish list of goods, delivery and completion schedules, technical specifications and procedures as described in the ICB document.
7. The bidding shall be conducted as a two-envelope procedure, wherein the Technical Proposal and Financial Proposal shall be submitted together in separately-sealed envelopes
8. Interested Suppliers may obtain further information from:
Theresa Lebre
Administrative Management Division
Rua. Delta 1 Aimutin, Comoro, Dili, Timor-Leste
Dili, Timor-Leste
tlebre@ipg.tl
9. Participation in this bidding process is open to all interested international and national bidders. The attention of interested bidders is drawn to the qualification requirements detailed in the bidding documents.



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10. The proposals must be received in the Tender Box **On or before 15:00 HTL, 05 November 2016** to the following address, late proposals will be rejected:

Institute of Petroleum and Geology (IPG)
Administrative Management Division
Rua Aimutin, Comoro, Dili, Timor-Leste

Please note that electronic proposals are not allowable.

11. Technical Proposals will be opened immediately after the closing time for the submission of the proposals at the address specified above in the presence of bidders who wish to attend.

Companies / Suppliers are encouraged to follow carefully the submission, format and other instructions contained in the Bidding Document.

Yours sincerely,

Helio C. Guterres
President of IPG

