

Letter of Invitation to Tender

Tender ref.: RTP/2022/008

Beirut, 23rd August 2022

Dear Sir/Madam,

SUBJECT: INVITATION TO TENDER FOR MUSIC INSTRUMENTS

Lego

Right to Play International is looking to purchase Musical instruments (kits).

Kindly find enclosed the following documents related to the tender for provision of “Music Kits” for our project “Lego 2.0”

- A. Instructions to Tenderers + tenders relevant experience
- B. Request for Tender
- C. Tenderer’s Declaration
- D. Child Safeguarding Policy + Code of Conduct

We look forward to receiving your tender on or before 04h00 on 29th of August 2022 at the following email addresses which should include the Subject of the tender **RTP2022008**

Your tender bid must include the following documentation so please use the list below as a ‘Checklist’ before submitting your tender to Right To Play International.

- Completed Request for tender including the Financial Offer and technical specifications (data sheet + pictures of instruments). (B)
- Signed Tenderer’s Declaration (C)
- Tenderer’s Relevant Experience (A)
- Child Safeguarding Policy + Code of Conduct(D)
- Proof of registration on Commercial Register
- Copy of registration for tax with Ministry of Finance

Offers must be sent to the below email addresses (kindly add both email address when sending full tender documents. Please also send document in PDF format signed and stamped by company.

Mariam Zaytoun – Logistics Officer (mzaytoun@rightoplay.com)- 70259865 (8:00 AM to 4:00 PM)

Kevoke Dersarkissian – Logistics Coordinator (kdersarkissian@rightoplay.com)- 03190093 (8:00 AM to 4:00 PM)

Yours sincerely,

Antoine Karam



Country Director, Right To Play International - Lebanon

Right To Play Lebanon / 4th Floor, Dekwaneh Industrial Park Bldg, Street #901, Area #48 Dekwaneh, Metn, Lebanon
P +961 1 684 183 / +961 1 684 332 / Google maps: <https://goo.gl/maps/1VGm7Kbnd7KMxWy87>

www.righttoplay.com