

Letter of Invitation – Request for Proposal

Tender Proposal ref.: RTP/2023/001

Beirut, 3rd January 2023

Dear Sir/Madam,

SUBJECT: INVITATION FOR REQUEST FOR PROPOSAL- ENGLISH AND COMPUTER FOR BEGINNERS' COURSES

Right to Play International is looking for a consultant to provide English and computer for beginners' courses (at consultant's premises located in Beirut, North, Saida and Tyre) Face-to Face only as online classes are not applicable.

Kindly find enclosed the following documents related to the tender for provision of "ENGLISH AND COMPUTER FOR BEGINNERS' COURSES" for "FICCRA project funded by UNICEF"

- Terms of Reference (Technical Proposal)
- Financial proposal
- Tenderer's Declaration
- Child Safeguarding Policy + Code of Conduct

Right To Play is looking forward to receiving your tender through email before 16h00 on 8th of January 2023, which should include the Subject of the tender **RTP2023001**

Your proposal must include the following documentation, kindly use the list below as a 'Checklist' before submitting your proposal to Right To Play International.

- Completed Request for proposal including the Financial Offer and technical specifications
- Signed Tenderer's Declaration
- Consultant Relevant Experience (included in technical specifications)
- Child Safeguarding Policy + Code of Conduct
- Legal documents

Offers must be sent to the below email addresses (kindly send document in PDF format, signed and stamped).

Mariam Zaytoun – Logistics Officer (mzaytoun@righttoplay.com)- 70259865 (9:00 AM to 4:00 PM)

Yours sincerely,

Antoine Karam

Country Director, Right To Play International - Lebanon