

Letter of Invitation – Request for Proposal

Tender Proposal ref.: RTP/20230601

Beirut, 20th June 2023

Dear Sir/Madam,

SUBJECT: INVITATION FOR REQUEST FOR PROPOSAL- English & Computer Courses for Adolescents and Youth

Right to Play International is looking for an institute to provide **English & Computer Courses for Adolescents and Youth** (at institute's premises 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 & Computer Courses for Adolescents and Youth**” for “STEP project funded by UNICEF”.

- Terms of Reference (Technical Proposal)
- Financial proposal
- Tenderer's Declaration

Right To Play is looking forward to receiving your tender through sealed bids before 16h00 on 6th of July 2023, which should include the Subject of the tender **RTP20230601**.

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

Request for Proposal including all the following in one file:

- Financial proposal (attached as PDF) should be signed and stamped in **USD / TTC**
- Technical Offer that should include - Cover Letter, suggested approach, methodology, references.
- Signed Tenderer's Declaration
- Registration and Legal permits.


Offers must be sent to the below address- **sealed, signed and stamped with the name of the Company, Proposal title and reference**.

ADDRESS 4th Floor, Dekwaneh 1161 Industrial Park Bldg, Street #901, Area #48, Dekwaneh | **PHONE** + 961 1 684 183 | **WEBSITE** www.righttoplay.com

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

Yours sincerely,

Ma'amoun Salhab



Acting Country Director, Right To Play International - Lebanon