

Letter of Invitation – Request to Tender

Tender Proposal ref.: RTP/20230701

Beirut, 10th July 2023

Dear Sir/Madam,

SUBJECT: INVITATION FOR REQUEST TO TENDER- BACK TO SCHOOL KIT

Right to Play International is inviting interested bidders to participate in the tender for the provision of a "Back to School Kit" for the "LDS RAISE And LDS FFT projects".

If your organization is interested in participating in a competitive bidding process, we kindly request that you submit a tender in accordance with the requirements outlined in the **tenderer's instructions**. Please refer to the enclosed documents for the specific instructions and guidelines for submitting your tender. including the **Request to Tender** and the **Tenderer's Declaration**. It is important to note that the Financial Proposal should be signed and stamped in USD/TTC.

We kindly request that you submit your tender proposal via email to

lbprocurement@righttoplay.com

before 16:00 on the 19th of July 2023. Please ensure that the subject of your email includes the Tender Proposal reference: **RTP20230701**.

To ensure that your bid is complete, please include all the required documentation in one file:

- Request to Tender (attached as a PDF) - signed and stamped in USD.
- Data Sheet
- Relevant Experience
- Signed Tenderer's Declaration.
- Registration and Legal permits.

For any inquiries or clarifications, please direct your email to **Mariam Zaytoun**, the Logistics Officer, at mzaytoun@righttoplay.com

The deadline for inquiries is the **14th of July 2023**.

The deadline for submission is **19th of July 2023**.

Yours sincerely,

Ma'amoun Salhab



Acting Country Director, Right To Play International - Lebanon