



# GOVERNMENT OF THE COMMONWEALTH OF DOMINICA

## Prime Minister's Office

### Office of the National Authorising Officer/EDF

Tel. nos: 1 (767) 448-2424/5512/ 44-82401 ext. 3306/3242  
Mobile: 1 (767) 275-4484  
Fax: 1 (767) 449-9443  
E-mail: edf@cwdom.dm  
website: www.naodominica.org

6th Floor, Financial Centre  
P.O Box 1102  
Kennedy Avenue, Roseau  
Commonwealth of Dominica  
West Indies

Roseau, Commonwealth of Dominica, August 15, 2008

Our ref.: **EuropeAid/127140/D/SUP/DM**

Dear Sirs:

## **SUBJECT: INVITATION TO TENDER FOR SUPPLY, INSTALLATION AND AFTER SALES-SERVICE OF EQUIPMENT FOR THE NATIONAL CENTER OF TESTING EXCELLENCE, ROSEAU, DOMINICA**

Further to your enquiry regarding the publication of the above-mentioned invitation to tender, please find enclosed the following documents, which constitute the tender dossier:

- A. INSTRUCTIONS TO TENDERERS**
- B. DRAFT CONTRACT AND SPECIAL CONDITIONS, INCLUDING ANNEXES**
  - DRAFT CONTRACT**
  - SPECIAL CONDITIONS**
    - ANNEX I GENERAL CONDITIONS**
    - ANNEX II +III TECHNICAL SPECIFICATIONS + TECHNICAL OFFER (TO BE TAILORED TO THE SPECIFIC PROJECT)**
    - ANNEX IV BUDGET BREAKDOWN (MODEL FINANCIAL OFFER)**
    - ANNEX V FORMS**
- C. FURTHER INFORMATION**
  - ADMINISTRATIVE COMPLIANCE GRID**
  - EVALUATION GRID**
- D. TENDER FORM FOR A SUPPLY CONTRACT**

For full information about procurement procedures please consult the Practical Guide to contract procedures for EC external actions and its annexes, which can be downloaded from the following web page:  
[http://ec.europa.eu/europeaid/work/procedures/implementation/supplies/index\\_en.htm](http://ec.europa.eu/europeaid/work/procedures/implementation/supplies/index_en.htm)

We look forward to receiving your tender and the accompanying tender guarantee before the submission deadline at the address specified in the documents.

Yours sincerely,

.....  
**EDWARD LAMBERT**  
**NATIONAL AUTHORIZING OFFICER /EDF**