



GOVERNMENT OF THE COMMONWEALTH OF DOMINICA  
OFFICE OF THE PRIME MINISTER  
Office of the National Authorising Officer/EDF

Tel: 1-767-448-2424/5512  
Fax: 1-767-449-9443  
E-mail: [edf@cwdom.dm](mailto:edf@cwdom.dm)  
Website: [www.naodominica.org](http://www.naodominica.org)

6<sup>th</sup> Floor, Financial Centre  
P.O Box 1102  
Roseau  
Commonwealth of Dominica  
West Indies

Our ref.: EuropeAid/127217/D/SUP/DM

Dear Sirs,

**SUBJECT: INVITATION TO TENDER FOR “ICT Development Programme – Supply of Equipment”**

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. [If you decide not to submit a tender, we would be grateful if you could inform us in writing, stating the reasons for your decision.]

Yours sincerely,

.....  
**Edward Lambert**  
**National Authorising Officer**