

Please address all correspondence
To the Chief Executive Officer

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File ref:

GOVERNMENT OF SAMOA

MINISTRY OF FINANCE

19th April, 2024

To All Interested Bidders,

RE: FUEL FACILITY MANAGEMENT CONSULTANCY SERVICES
REQUEST FOR PROPOSAL (“RFP”) SERIAL NO. MOF-ENERGY 2024/01

- i. The *Ministry of Finance* now invites proposals to provide the following consulting services: *Fuel Facility Management Consultancy Services*. More details on the services are provided in the Terms of Reference and can be obtained from the Ministry of Finance website (<https://www.mof.gov.ws/services/procurement/tender-advertisement/>) or from the Government of Samoa e-Tendering Portal: (https://portal.tenderlink.com/mof_samoa/):
- ii. This Request for Proposal (RFP) is open to all interested consultants.
- iii. A firm will be selected under the *Quality Based Selection (QBS)* method and procedures described in this RFP, in accordance with Treasury Instructions – Section 6: Procurement & Contracting (Part K Amended 2020).
- iv. For enquiries regarding the RFP document, please contact Ms. Leilani Matavao, Principal Petroleum Monitoring Officer on telephone (685) 34400 or email leilani.matavao@mof.gov.ws from 9.00am to 5.00pm on normal working days.
- v. The RFP will be closed on **Monday 24th June at 11.00am (local time)** and all proposals shall be uploaded and submitted through the Government of Samoa e-Tendering Portal (https://portal.tenderlink.com/mof_samoa/) or submit into the Tender Box on Level 4, Central Bank Building and be clearly marked “RFP – Fuel Facility Manager”.
- vi. The RFP will be opened immediately after the deadline in the presence of bidder’s representatives who choose to attend.
- vii. Late RFPs will not be considered and will be returned unopened.
- viii. The Ministry of Finance shall not be responsible for any cost or expenses incurred by the bidder in connection with the preparation or delivery of their RFPs.

Yours sincerely,

Saoleititi Maeva Betham-Vaai

CHIEF EXECUTIVE OFFICER