



Department for International Development
British High Commission
Shantipath, Chanakyapuri
New Delhi 110 021

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Email: j-datta@dfid.gov.uk

28 February 2019

Dear Sir/Madam

Study on National Census and Civil Registration in South Asia

1. The Secretary of State for International Development at the Department for International Development (hereinafter referred to as "DFID") invites you to submit a Tender for the above named requirement in accordance with this Invitation to Tender (ITT) Pack.
2. The enclosed ITT Pack includes Volumes 1 & 2 as detailed below:
 - Volume 1 - ITT Instructions (including Evaluation Criteria)
 - Volume 2 - Terms of Reference
 - Volume 3 - Commercial Tender Performa
3. A copy of our Standard Terms and Conditions can be found on the DFID website at: [Procurement at DFID - Department for International Development - GOV.UK](#).
4. An estimated timetable of the Key Stages:

Provisional Selection of a Preferred Tender	29/03/2019
Contract Award	12/04/2019
Mobilisation	15/04/2019

5. Your Tender must be submitted to the Responsible Officer named below in accordance with the enclosed ITT Instructions.

6. **Tenders must be received by 1700 hrs (GMT) on 13th March 2019 and be valid for 3 months. Tenders received after the due time and date will not be considered.**
7. Please contact the Responsible Officer immediately if any of the ITT documents are missing.
8. All contact with DFID relating to this ITT must be made through the Responsible Officer. No enquiries will be answered by the Responsible Officer within 5 calendar days before the closing date.

Yours sincerely

A handwritten signature in black ink that reads "Jyoti Datta". The signature is written in a cursive style and is underlined with a single horizontal line.

Jyoti Datta
Responsible Officer
South Asia Research Hub (SARH)