



IX GOVERNO CONSTITUICIONAL
SECRETARIA DE ESTADO DA COMUNICAÇÃO SOCIAL
DIREÇÃO-GERAL PARA A COMUNICAÇÃO SOCIAL



Nu ofisiu. **071**/DG-SEKOMS/V/2026

Data : Dili, Ioron-06, fulan-maiu, 2026

Hato'õ ba : **Diretór Ezekutivu Comissão Nacional de Aprovisionamento (CNA)** Dili, Timor-Leste
M Ba Exa Sr. Hermingardo Albano Soares

CC. : **Sua Excelensia Sr. Expedito Dias Ximenes**
Secretário de Estado da Comunicação Social

Assuntu : Pedidu Publikasaun Konkursu Projetu Edifísiu RTTL, E.P.

Ho Respeitu,

Atendendu ho kumprimentu, liuhusi karta ida-ne'e, ami hakarak hato'o pedidu kolaborasaun no apoiu ba *Comissão Nacional de Aprovisionamento (CNA)* relasiona ho prosesu aprovisionamentu ba projetu konstrusaun edifísiu foun RTTL, E.P. (Radio no Televizaun Timor-Leste, Empreza Pública).

Hanesan Ita-Boot sira hatene katak prosesu aprovisionamentu ba projetu refere hetan responsabilidade no fasilita hosi *United Nations Development Programme (UNDP)*. Bazeia ba koordenasauñ ne'ebé hala'o, ami konsidera katak publikasaun liuhusi plataforma ofisiál CNA nian sei aumenta transparénsia no garante partisipasaun máxima hosi kompañia sira iha nivel nasionál no internasionál.

Tan ne'e, ami hakarak husu apoiu husi parte CNA atu bele fasilita no halo publikasaun ba anúnsiu konkursu (tender) refere iha sítiu ofisiál CNA nian. Informasaun detallu kona-ba konkursu ne'e iha link anexu.

https://procurement-notices.undp.org/view_negotiation.cfm?nego_id=45165&_gl=1*zxz8q7*_ga*MTE2NjExNTEzMy4xNzc1MDg2MDE5*_ga_PBF14M9C6G*_czE3NzgwMjUzNDIkbzMkZzEkdDE3NzgwMjU5MTUkajQ1JGwwJGgw

NB. Se karik iha informasaun ruma relasiona ho assuntu ne'e, bele konfirma ami nia parte Zaulino Gomes ho email: zgsilva@secoms.gov.tl número telemovel (+670 77792081) ka Reinaldo da Costa ho email: reinaldo.da.costa@undp.org número telemovel (+670 77407070).

Ami agradese tebes ba Ita-Boot sira nia apoiu no koordenasauñ di'ak hodi bele aselera prosesu importante ne'e.

Respeitozamente

Florinda da Costa
Diretor-Jerál SEKOMS

SECTION 3: DATA SHEET

The following specific data shall complement, supplement or amend the Provisions in Section 2: Instructions to Bidders. In case there is a conflict, the provisions herein shall prevail over those in Section 2: Instructions to Bidders.

Ref. Article in Section 2		Specific Instructions / Requirements
1.	Scope	<p>The reference number of this Invitation to Bid (ITB) is UNDP-TLS-00325</p> <p>The works include the Construction of a Three (3) Storey Building for the Radio and Television Timor-Leste in Dili, Timor-Leste as further described in Section 5 of this ITB.</p>
4.	Eligible bidders	Bidders from all countries are eligible to bid.
5.	Eligible goods, works and services	Goods, works and/or services with origin in all countries are eligible in this bidding process.
8.	Clarification of solicitation documents	<p>Bidders must send their questions in the system using the messaging feature. Only in case of facing difficulties to register in the system and sending messages, bidder can write to the contact below to request support with the system:</p> <p>Focal Person: Procurement Unit</p> <p>E-mail address: procurement.staff.tp@undp.org</p> <p>ATTENTION: BIDS SHALL NOT BE SUBMITTED TO THE ABOVE ADDRESS BUT TO THE ADDRESS FOR BID SUBMISSION AS SET OUT BELOW (see Data Sheet Article 28).</p>
		<p>Deadline for submitting requests for clarifications / questions:</p> <p>Seven (7) days before the closing date for submission of bids.</p>
		<p>UNDP will post the clarifications directly to the system.</p>
11.	Language	All bids, information, documents and correspondence exchanged between UNDP and the bidders in relation to this bid process shall be in English
15.	Price adjustment	The price quoted by the Bidder shall not be subject to adjustment during the performance of the contract.
15.	Partial bids (lots)	Partial bids shall not be allowed. Bidders must quote prices for the total requirement requested under Section 5. Schedule of Requirements. Evaluation will be done for the total requirement.
16.	Bid currencies	Prices shall be quoted in United States Dollars (US\$)
17.	Duties and taxes	<p>All prices shall:</p> <p>Be exclusive of VAT and other applicable indirect taxes.</p>
18.	Bid validity period	120 days
19.	Bid security	<p>Required in the amount of US\$40,000.00</p>
		<p>The bid security will be in the same currency as stipulated in Article 16: Bid currencies.</p> <p>Acceptable forms of bid security</p>

		<p><input checked="" type="checkbox"/> Bid security form template set out in Section 7</p> <p><input checked="" type="checkbox"/> Any bank - certified cheque</p> <p>The Bid Security shall be valid up to 30 days after the final date of validity of bids (not earlier than 27 November 2026).</p> <p>A copy of the Bid security shall be uploaded in QUANTUM as part of the supporting documents for the bid.</p> <p>The original Bid Security must be delivered to the following address within 3 working days from closing date for submitting bids:</p> <p style="padding-left: 40px;">Procurement Unit UNDP Timor-Leste Building 11, UN House, Caicoli Street Dili, Timor-Leste</p> <p>Note: Bids without bid security will not be accepted and will not be included in the evaluation process.</p>
22.	Alternative bids	Shall not be considered.
23.	Pre-bid conference	<p>Will be conducted</p> <p>Time and time zone: 15:00 Hours Timor-Leste Time (GMT+9) Date : 21 May 2026 Venue : : Online via Zoom Link below https://undp.zoom.us/j/85254025584?pwd=YWYXSpIE6UnZzAM3L3tOZhTUzehyLw.1 Meeting ID: 852 5402 5584 Passcode: 413267</p> <p>The focal point for the arrangement is: Procurement Unit E-mail: procurement.staff.tp@undp.org</p> <p>The Pre-bid conference is: <input checked="" type="checkbox"/> not mandatory</p> <p>The Pre-Bid Conference will also include guidance on how to submit bids through the Quantum Supplier Portal.</p> <p>Bidders are highly encouraged to attend the Pre-Bid Meeting as it will allow them an opportunity to seek clarification on any aspect of the ITB.</p> <p>Minutes of the Pre-bid conference will be disseminated by: Direct communication to prospective Bidders by email and posting on the website http://supplier.quantum.partneragencies.org.</p>
24.	Site inspection	<p>A group site inspection will be held as follows:</p> <p>Time and time zone: 15:00 Hours Timor-Leste Time (GMT+9) Date : 18 May 2026 Location : Radio and Television Timor-Leste, Caicoli Street, Dili, Timor-Leste</p> <p>The focal point for the arrangement is: Procurement Unit E-mail: procurement.staff.tp@undp.org Bidders shall notify the focal point 2 days in advance as to whether or not they intend to participate in the site inspection and the details of their representatives who will attend.</p> <p>The site inspection is: <input checked="" type="checkbox"/> not mandatory</p>

28.	Instruction for bid submission	<p>Bidders must submit their bid directly in the online system at: https://supplier.quantum.partneragencies.org</p> <ul style="list-style-type: none"> <input type="checkbox"/> File Format: pdf, Word and Excel <input type="checkbox"/> File names should not be more than 60 characters and should not contain special characters. <input type="checkbox"/> All files must be free of viruses and not corrupted. <input type="checkbox"/> It is recommended that bidders organize and name the files according the requirements and structure of the bid to facilitate their review. <input type="checkbox"/> The bidder should receive an email acknowledging email receipt from the system. <input type="checkbox"/> Documents which are required in original (e.g. bid security) should be sent to the below address with a PDF copy submitted as part of the electronic submission: Procurement Unit UNDP Timor-Leste Building 11, UN House, Caicoli Street Dili, Timor-Leste
29.	Deadline for bid submission	Deadline is indicated in the supplier portal. In case of discrepancies between the deadline indicated in the portal and deadline indicated elsewhere, the deadline in the portal will prevail. It is the responsibility of the bidder to be informed on the tender deadline.
32.	Bid opening	<input checked="" type="checkbox"/> A Public bid opening report will be sent automatically from the system to all bidders who have submitted a bid for this tender.
	Expected date for commencement of contract	01 August 2026
47.	Right to vary requirement at time of award	The maximum percentage by which quantities may be increased or decreased is 25%
	Evaluation Method for the Award of Contract	Lowest priced technically responsive and qualified bid.
	Contract award to one or more bidder	UNDP will award a contract to: One Bidder Only
50.	Type of contract to be awarded	Contract for Civil Works See Section 6: for sample contract. http://www.undp.org/content/undp/en/home/procurement/business/howwe-buy.html
50.	Conditions of contract to apply	UNDP General Terms and Conditions for Works See Section 6 http://www.undp.org/content/undp/en/home/procurement/business/howwe-buy.html
52.	Performance security	Required in the amount of 10% of the contract value The performance security will be in the same currency as stipulated in Article 16: Bid currencies. The Performance Security shall be in the form of a Bank Guarantee as set out in Section 6 for template.

		The Performance Security shall be valid until thirty (30) days after the date of issuance of a Certificate of Final Completion.
53.	Advance payment	Not Allowed
54.	Liquidated Damages	Will be imposed as follows: Percentage of contract price per week of delay: 0.5% up to a maximum of 10% of the Contract value, after which UNDP may terminate the contract.
	Maximum expected duration of contract (Period to substantially complete works)	Fifteen (15) months starting from signing date of contract.
	Other information related to the ITB	<p>Post Qualification Actions: UNDP may at its discretion conduct post qualification actions using one or more, or all the actions indicated below:</p> <ul style="list-style-type: none"> • Verification of accuracy, correctness and authenticity of the information provided by the Bidder on the legal, technical and financial documents submitted including but not limited to Bid Security. • Inquiry and reference checking with Government entities with jurisdiction on the Bidder, or any other entity that might have done business with the Bidder, • Capacity assessment • Inquiry and reference checking with other previous clients on the quality of performance on ongoing or past contracts completed. • Inquiry through visit / inspection of bidder's and/or associates premises, facilities, equipment and/or resources. <p>Offer of bidders can be rejected at this stage if information received, after analysis can have a negative impact on the implementation of the project (risk of delay, quality of works/services).</p>