< 13/3/2025>

<Name & address of the tenderer >

Our ref.: **LOC-INT-YEM-SA-2025-001**

Dear bidder,

**INVITATION TO TENDER FOR *Vehicle Rental Services for North of Yemen***

This is an invitation to tender for the above-mentioned supply contract. Please find enclosed the following documents, which constitute the tender dossier:

1. **Instructions to tenderers**
2. **Draft contract and special conditions, including annexes.**

* Instructions to Tenderers ITT
* Annex I. FWA, General Conditions, and Special Condition
* Annex II/III Technical Offer and ToR
* Annex IV. Tender Form for a supply contract and Declaration of honor on exclusion and selection criteria
* Annex V. Financial offer

1. **Further information**

* Administrative compliance and Evaluation grid

We look forward to receiving your tender before the submission deadline at the address specified in the Instructions to tenderers. 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**,**

< Name and signature **>**