



# MINISTRY OF ECONOMY

## MEMORANDUM

**From:** Permanent Secretary for Economy **Phone:** 3307 011  
**To:** Permanent Secretaries and Heads of Department  
**Subject:** Interim Advice Letter CTN 37/2020 (1) – Supply of One **Date:** 08/09/2021  
Posts for Whole of Government

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The Government Tender Board in its Flying Minute No. 42/2021 held on 30/04/2021 approved the Supply of Pine Post for Whole of Government to Vinod Patel Co. Ltd, R.C Manubhai & Co. Pte Ltd and Local Timber Distributors Pte Limited on rate basis “as and when required basis” for a period of two (2) years and be renewed annually.

This contract is effective from **31<sup>st</sup> August 2021 till 30<sup>th</sup> August 2023**. Ministries and Departments should engage the approved suppliers on “as and when” required basis by issuing a purchase order. Officers are reminded of Section 35 of the Procurement Regulations 2010 where they are obliged to procure from the approved Government Contractors under Standing offer contracts.

Ministries and Departments are required to plan their ordering and place orders in advance to allow the supplier to prepare collective orders and to ensure that payments of such purchase is made within 30 days of receipt of goods.

Officers who are involved in the procurement for their respective agencies are required to maintain a detailed record and monitor the performance of the supplier(s) during the contract period. Any complaints regarding the supplier(s) must be officially corresponded to the Head of Procurement (Fiji Procurement Office) or through our complaints portal in [www.fpo.gov.fj](http://www.fpo.gov.fj)

Kindly bring the contents of this letter to the attention of all officers involved in procurement and facilitation of payments for the above-mentioned contract

The contact person and details of the company are as follows:

Company	Contact Name	Phone Contact	Email
R.C Manubhai & Co. Pte Ltd	Mr. Raynal Lal Project Coordinator	9999310	projects-admin@rcmanubhai.com.fj
Local Timber Distributors Pte Ltd	Mr Ronil Deo	9736860, 9911265, 8818560	localtimber@gmail.com

Vinod Patel	Komal Kumari (Operations Controller)	9907953	<a href="mailto:tenders.projects@vinodpatel.com.fj">tenders.projects@vinodpatel.com.fj</a>
	Vikash Roy (Trade Sales Manager)	9907242	Vikash.roy@vinodpatel.com.fj

An updated advice letter will be circulated once all companies sign. The Fiji Procurement Office looks forward to your cooperation and compliance to this contract.

Ministries and Departments seeking further clarification regarding the above may contact Mr. Salesi Bolai on 3221241 or email to [salesi.bolai@economy.gov.fj](mailto:salesi.bolai@economy.gov.fj)



**Salesi Bolai (Mr.)**  
for **Permanent Secretary Economy**