



MINISTRY OF ECONOMY

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Ro Lalabalavu House, 370 Victoria Parade, Suva

21st April, 2022

To: The Permanent Secretaries and Heads of Department

Re: **Tender No. CTN10/2021 – Supply of General Food Items for Whole of Government (Contract Price Variation)**

The Government Tender Board in its flying minute No. 27/2022 held on 14/04/2022 approved the price increase to Punjas & Sons Ltd Pte Ltd on open rate basis 'as and when required'. (**Refer annexure 1 – Revised price list**)

The new contract price is effective from **21st April, 2022**.

Ministries & Departments should engage the approved supplier 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.

Ministries & 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 call our feedback team on 3221234.

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:

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. Waisea Uluivanuavatu Nand Ph. 3221235 or email to waisea.ulivanuavatu@economy.gov.fj

Waisea Uluivanuavatu (Mr.)
for **Permanent Secretary Economy**