



OFFICE OF THE WHO REPRESENTATIVE IN THE SOCIALIST REPUBLIC OF VIET NAM  
BUREAU DU REPRESENTANT DE L'OMS EN REPUBLIQUE SOCIALISTE DU VIET NAM  
Green One UN House, 304 Kim Ma Street, Ba Dinh District, Hanoi, Viet Nam

In reply please refer to: WRV/21/L 0447  
Prière de rappeler la référence: VTN/COMM-S/E

TO WHOM IT MAY CONCERN

7 October 2021

The Office of the World Health Organization (WHO) Representative in Viet Nam is interested in procuring a quantity of IT and communication equipment. Technical requirements for items are as attached.

WHO invites sealed quotations from your company for the above-mentioned products with **distribution to Ha Noi**. If your company is interested in this procurement and need to obtain further information, please do not hesitate to contact Ms Dam Nhan Ai at the WHO Representative Office in Ha Noi:

Address : 304 Kim Ma Street, Ha Noi  
Tel : 84 24 38500272  
Email address : [DamN@who.int](mailto:DamN@who.int)

The bid submission must be received **by 1700 on 21 October 2021** at the **WHO Office, 304 Kim Ma, Ha Noi**. The bid should be in Vietnam Dong with detail information on technical specification, country of origin, VAT, delivery cost, Certificate of Quality (ISO or equivalent), relevant delivery date, and bank details of supplier including SWIFT code. The Self-declaration Form must be signed and Sealed bids shall be marked on the envelope "**Quotation for Reference No.019. Deliver unopened to the Administrative Officer**". WHO will not pay any costs incurred by any Bidder in preparation or submission of their bids.

We are looking forwards to receiving your response.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Thuc Anh', with a stylized flourish at the end.

Ms Nguyen Thuc Anh  
Administrative Officer  
WHO Representative's Office in Viet Nam