When conducting an RFI, the Notification must be sent to potential participants by e-mail or posted on "Procurement" Portal.

Notification template:

REQUEST FOR INFORMATION (RFI) ON CLEANING SERVICE TO BE PERFORMED IN MTS ARMENIA CJSC PREMISES

1. subject of the request: cleaning service in all premises of MTS Armenia CJSC
2. "The present request is not an invitation to participate in a purchasing procedure, does not give any guarantees for participation in a purchasing procedure and does not entail any obligations for the Company.”
3. The purpose of RFI: to obtain information on the cleaning service cost of MTS Armenia CJSC premises in the local market based on the Technical Specifications of the present document

**Note:**

The format of receiving proposals and the form of the supplier’s commercial proposal are determined by the Buyer.

**Dear Sir/Madam**

* This request for information was executed to obtain reference information on cleaning service cost of MTS Armenia CJSC premises based on Technical Specifications of the present document
* This request for information was made to estimate the budget value of the cleaning service of MTS Armenia premises.
* The company is constantly working to expand the set/improve the quality of services for its subscribers and in connection with the need to conduct a budget assessment of the cost of Cleaning Services in all premises of the company

The proposal for this request, as well as its attachments, may be provided in writing [submitted by e-mail] “30” March 2020 at the address:

The contact person: Armine Khachatryan

Services and Marketing Procurement Team Leader

tel:  +374 93 29 85 54.

e. [akhachatryan@mts.am](mailto:akhachatryan@mts.am)

e. [Procurement@mts.am](mailto:Procurement@mts.am)

Detailed description of the work and technical specifications are presented below:

1. Purchasing documentation



Thank you for your understanding, [Procurement Unit of “MTS Armenia” CJSC]