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[Ministries/Institutions/Regional Government letterhead]

BENTUK SURAT PENUNJUKAN PENYEDIA BARANG/JASA
APPOINTMENT LETTER OF GOODS/SERVICES PROVIDER

-----, ----- 20

Nomor/Number : -----

Lampiran/Attachment: -----

Kepada Yth. (Dear Sir/Madam)

di (at) -----

Perihal : Penunjukan Penyedia Jasa Konsultansi untuk
Pelaksanaan Paket Pengadaan

Subject: Appointment of Consultancy Service
Provider for the Implementation of the -----
Procurement Package

Dengan ini kami beritahukan bahwa penawaran
Saudara nomor ----- tanggal ----- tentang
----- dengan hasil negosiasi harga sebesar
Rp ----- (-----) kami nyatakan
diterima/disetujui.

We hereby declare and inform you that your offer
number ----- dated ----- regarding
----- with a negotiated price result of
Rp ----- (-----) is accepted/approved.

Sebagai tindak lanjut dari Surat Penunjukan Penyedia
Barang/Jasa (SPPBJ) ini Saudara diharuskan
menandatangani SPK paling lambat 14 (empat belas)
hari kerja setelah diterbitkannya SPPBJ. Kegagalan
Saudara untuk menerima penunjukan ini yang
disusun berdasarkan evaluasi terhadap penawaran
Saudara, akan dikenakan sanksi sesuai ketentuan
dalam Peraturan Presiden No. 16 Tahun 2018 tentang
Pengadaan Barang/Jasa beserta perubahannya dan
aturan turunannya.

As a follow-up to this Goods/Services Provider
Appointment Letter (SPPBJ), you are required to sign
the SPK no later than 14 (fourteen) working days after
the issuance of the SPPBJ. Your failure to accept this
appointment, which is based on the evaluation of your
offer, will incur sanctions in accordance with the
provisions in Presidential Regulation No. 16 of 2018 on
the Procurement of Goods/Services and its
amendments and derivative regulations.

Satuan Kerja/Working Unit -----
Pejabat Penandatanganan Kontrak

(Contract Signing Functionary)

[signature]

[full name]

[position]

NIP (Employee ID): _____

Tembusan Yth. / Copies to:

_____ [PA/KPA K/L/PD]

_____ [APIP K/L/PD]

_____ [Pejabat Pengadaan]

... dst.