



# PACER Plus

IMPLEMENTATION UNIT

## EXPRESSION OF INTEREST – PPIU OFFICE MAINTENANCE

The PACER Plus Implementation Unit (PPIU) located at the Media Centre Building, Tuanaimato, Apia, Samoa is inviting expression of interest from experienced and professional service providers to provide Office maintenance services to its office.

The service provider shall be responsible for the provision of office maintenance, specifically on cleaning & plant maintenance at the PPIU Office. The expected length of this assignment is for one year beginning 1 April 2026.

Detailed Terms of Reference is available of PACER Plus website [Here](#)

### Submission of EOI

Interested individuals or service providers are required to submit the following documents and information to demonstrate their qualifications, relevant experience, and proposed costs:

- Cover letter – Including relevant contact details and a brief organizational profile outlining experience and confirming availability to undertake the assignment.
- Referees – Provide the names and contact details of at least two referees who can verify the applicant's experience and quality of service delivery in similar assignments
- Financial Proposal / Cost Estimate – A clear breakdown of the proposed service fees for weekly office services.

### Deadline for Submissions

- Interested parties should submit an Expression of Interest (EOI) and eligibility requirements by email to the following address: [procurement@pacerplus.org](mailto:procurement@pacerplus.org) marked as "EOI-PPIU Office Cleaning".
- Expressions of Interest need to be submitted to the PACER Plus Implementation Unit by Friday, 20 March 2026, 4:00PM (GMT +13:00)
- Any clarification questions from applicants may be submitted by email to: [procurement@pacerplus.org](mailto:procurement@pacerplus.org)

*PPIU is an equal opportunity employer and is committed to child protection. We encourage women, men and people living with disabilities to apply.*

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