

**Te kaini baire iaon te mwane ni buoka - Small Grant Guideline –**  
**Revised January 2018**

1. Te karikirake ena riai ni kaunga te karekemwane (income generating activities)

*Eg: bwaai n akawa, bwaai ni kariki ao a maiti riki*

2. **E kakoauaki bongan te “maneaba” n te katei ni Kiribati bwa te tabo ni karaoi babaire, ni kakairua, ni bobotaki ao bon te tabo naba are e kaunga te karikirake nte abamakoro. E boutokaki nte kainibaire aio mwanenakin onobwai ma katamaroa nakon mwaneaban te kaawa, botakin aaro ao ai rabwata ake a kinaki iroun te tautaeka (registered NGO’s)**

3. Te katauboo iaon te karikirake ena aki raka iaon te mwaiti ni mwane ae \$2,500. Ngkana iai rakan te kataubo ao ena iai ana kariaia te Tia Tei ibukin anakin aio man tibwana.

4. Kaain te botaki ena riai n aki kee iaan tengaun te aomata

5. Ena riai te botaki ni kinaki iroun te Tautaeka ao **Te Kauntira**

6. Katoton katauboo (quotation) ao kakoauan kinakin te botaki (Certification of Registration) ana bane n airi ma te booma ni bubuti.

7. Bon ti katauboo (quotation) ake a iri ma bubuti nte tai are a kabwataki iai ae a katauaki bwa ana karekeaki nakoia bootaki ao e taburoroko bwa ana manga bitaki bwai ngkana anaaki mai irouia business n te tai are ea reke mwanen te karikirake.

8. Booma ni bubuti ana bane ni kakoauaki iroun te Mitinare ke te Katekiti ibukin kakoauan te bubuti bwa bon te bubuti man te makoro nte Aro ao tiaki ana bubuti temanna n aomata ke teuana ni utu. (Certification)

9. Ena riai naba ni iai ana boutoka te Tia Tei (MP endorsement)

10. **Tibwaia abamakoro ena bon tibwaki iaomia maitia taan tein rinanon te tibwatibwa (formula) are 70% man maitin te botanaomata (70% population share) ao 30% te tibwa ae tabangaki/titetikina (30% equal share).**

11. **E kona Te Tia Tei ni babairea aron kabonganan tibwana n te ririki teuana ma teuana. Te babaire are ena otinako ena riai n ira te kainibaire ibukin karikirake are e baireaki bwa ena kaunga te karekemwane (income generating activities).**

12. **A kona taan tei man abamakoro ake e riaon temanna aia taan tei ni bonnanao kabonganan tibwaia ibukin aia abamakoro. **Ibukin mwanenakin aia karirake ao a kairoroaki taan Tei bwa ana karokoa rongorongona inanon te booma (Annex 2) are ana tiainaia inanon bain te OB.** Te karikirake are e bonnanaoaki ke ni baireaki irouia taan Tei ena bon kaungaa te karekemwane ao ena mwanena naba ana bukamaru ke ana botaki te abamakoro n aron te tienture, kauringan ana rekenibong te kauntira**

**ao tabeua riki n aron boutokaan te waaki iaon aia abamwakoro (e.g aia botaki unimwane, unaine, mwane, aine ao te roronrikirake). Noora katoton te boomwa ni bubuti are ena kabonganaki ibukin ana botaki te abamakoro e aira naba ma te kainibaire aio. (Annex 2).**

### **Babaire ibukin tararuan te karikirake**

13. Ena katukaki te babaire ibukin kabwatan karikirake man abamwakoro inanon baia Tan Tei ao a kairooaki bwa ana mwakuri ma te kainibaire aio.

14. Karikirake ake a kabwataki irouia Tan Tei ena nako man tibwaia are ea tia ni baireaki (see 9 above) ao ana riai n roko inanon bain te OB rinanon booma ake a tia ni katauaki (Annex 1 and Annex 2)

15. Ana Aobiti Te Beretitenti ena teimatoa n tiku bwa te rabwata are ena tararua te karikirake aio ao bon ngaia naba te rabwata are ena karaoa te kabanea n tutuo ibukin irakin nanon te kainibaire imwain bwakamwane ibukin karikirake (final verification).

16. Ngkana iai kainanoan riki rongorongon karikirake ake a tia ni kabwataki (approved) mai irouia Tan Tei, man ana Aobiti Te Beretitenti ao e kantaningaki bwa te Tia Koroboki ena reitaki ao ni maroro ma Tan Tei ibukin te bouka n iango iaon iran nanon te kainibaire.

17. Taben naba ana Aobiti Te Beretitenti bwa ena karaoi tutuo (monitoring) iaon karikirake ni kabane ake a tia ni karaoaki nanaoia ibukin noraia bwa a mwakuri ao i bon ibukin naba te katamaraoa nakon te karikirake aio.

18. E katabeaki naba ana Aobiti te Beretitenti bwa ena karaoa te boraraoi ma kambwana (suppliers) ao are ena mwanewei bwai ake ana kaboaki, te tai/te maan are ena nikiraki iai bwai irouia communities. Ena iai te rekenikai nakoia kambwana ake aki ira nanon te boraraoi ma te tautaeka ibukin te bobwai ao karokoan bwai irouia bootaki ake a bubuti (e.g blacklisting of companies)

19. N irekereke ma te katamaroa nakon te karikirake ao ena katabeaki Ana Aobiti te Beretitenti n ikotaki ma ana rabwata te tautaeka aika a kakaokoro n ketebenakoi aekan karikirake aika a kona n karaoaki n aia abamwakoro aika a kakaokoro ake iai rakaia iai (comparative advantage) bwa e aonga n teimatoa aia karikirake, a uaana, e tobwa kainanoia ao n ibuobuoki ma karikirakean kaubwain aia abamwakoro ao bon Kiribati.

20. Te Botaki ni Mwane ena anga bebwan te kariaia (notification) nakon te botaki ibukin anakin bwain te karikirake (materials) ma iroun te kambwana (supplier).

**BOOMA NI BUBUTI IBUKIN TE MWANE NI BUOKA (SMALL GRANT)**

1. Aran te Botaki (Name of Organisation)
2. Kabwarabwaran te Botaki (Brief Background of the Organisation)
3. Aran te Karikirake ( <i>Project title</i> )
4. Mwaitin te mwane (Amount Requested)
5. Ana birimwane te botaki nakon te karikirake (Local Contribution)
6. Te Tabo (Location and Contact Information)
7. Kabwarabwaran rongorongon te karikirake ( <i>brief description of the project</i> )

8. Katoton bebwa n kakoaua (attachment)

- Invoice
- Registration
- etc

Aran ma ana tiaina te tia bubuti (name & signature of applicant)

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Nakoana n te botaki: .....

Aran ma ana tiaina te Minita ke Te Katekiti ni kaota ana kakoaua: (Certification)

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Aran ma ana tiaina Te Tia Tei ni kaota ana boutoka nakon te karikirake (MP  
Endorsement)

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Araia ma aia tiaina taan bwaibwai (Members and their signatures)

# AN AGREEMENT BETWEEN PURCHASER AND SUPPLIER

This Purchase Agreement is made and entered into on \_\_\_\_\_ day of \_\_\_\_\_ 2019.

## BETWEEN

### **Purchaser/Organisation Name:**

Office of Te Betetitenti

### **Having its Official address/Contact Informations;**

PO Box 68, Bairiki Tarawa, Phone no. 75021183

Represented by; Ms Tamara Mataio (here in after called THE PURCHASER)

## AND

Supplier/Organisation name;

✓ \_\_\_\_\_

Having its official address/Contact Informations;

✓ \_\_\_\_\_

Represented by:

✓ \_\_\_\_\_, (here in after called THE SUPPLIER).

## OBLIGATIONS OF PARTIES

Whereas THE PURCHASER is undergoing a Project titled;

\_\_\_\_\_

And THE PURCHASER is willing to purchase from THE SUPPLIER, the jobs/items/materials fully described in Schedule-A,

for the purposes mentioned above from the Supplier,

And whereas for this purpose THE SUPPLIER is willing to supply to THE PURCHASER, the Jobs/items/materials fully described in Schedule-A.

### **NOW THIS AGREEMENT WITNESS THE TERMS AND CONDITIONS AS FOLLOWS:**

1. That the Agreement shall come into force immediately after signature and shall remain valid until the final completion of the job or cancellation by THE PURCHASER where necessary.

2. That the items/materials/goods more specifically described in Schedule-A shall be supplied by THE SUPPLIER, and THE SUPPLIER may not convert or change the items/materials/goods specifically described in Schedule-A.
3. THE SUPPLIER, may change or convert the items/materials/goods describe under Schedule-A only with the consent of THE PURCHASER. The consent of THE PURCHASER shall be in writing acknowledging the specific reasons for the change or convert of items/materials/goods under Schedule-A.
4. If THE SUPPLIER, without consent of THE PURCHASER, changes or converts the items/materials/goods specifically described under Schedule-A, the Purchase may be cancelled by THE PURCHASER and THE SUPPLIER may not be considered as a potential Supplier in future or will be blacklisted.
5. That THE PURCHASER reserves the right to change their specified delivery site for any reasonable ground or grounds and the THE SUPPLIER shall be responsible to deliver the items/materials/goods at the new site.
6. That the quality and quantity of the items/materials/goods shall be as per specification given by THE PURCHASER as well as samples submitted by THE SUPPLIER and approved by THE PURCHASER.
7. That the delivery of the items/materials/goods shall be made by THE SUPPLIER at their own cost, management and responsibility as agreed by both parties.
8. That THE Purchaser's representative(s) shall inspect the items/materials/goods at the delivery site and reserves the right to reject any items/materials/goods if the representative(s) considers those to be inferior quality to the approved samples.
9. That the items/materials/goods rejected by the PURCHASER'S representative(s) shall be replaced by THE SUPPLIER and THE SUPPLIER shall bear all risks/costs of the items/materials/goods rejected by THE PURCHASER.
10. That the cost of supply of items/materials/goods will be described specifically in Schedule - A and payable by THE PURCHASER to THE SUPPLIER.
11. That THE PURCHASER reserves the right to change the quantity of items/materials/goods if they feel necessary during the validity of this Agreement.
12. That if THE PURCHASER received quotation of the specific items/materials/goods in schedule-A, THE SUPPLIER does not guarantee the reservation of those items/materials/goods, unless payment is made.
13. That in case of items/materials/goods are out of stock, THE SUPPLIER shall be allowed at least 1 months upon receipt of payments to make available in stock the items/materials/goods already paid for in schedule-A.
14. That after 1 months upon receipt of payments, and if no items/materials/goods are made available in stock by the SUPPLIER, THE PURCHASER reserve all the rights to change its SUPPLIER and to have the amount be reimbursed by THE SUPPLIER.
15. That THE SUPPLIER shall not, without the consent in writing of THE PURCHASER assign or sub-let the contract or any part thereof, or make any agreement with any person/company for the execution of any portion of the supply. In this regard consent by THE PURCHASER will not relieve THE SUPPLIER from full and entire responsibility for this Agreement.

16. That the custom duty, VAT or other Taxes and cost of transportation, or any other incidental charges, if required in connection of the delivery of goods shall be borne by THE SUPPLIER.
17. That if THE SUPPLIER shall in any manner neglect or fail to carry on the work or performance of the terms of the Agreement with due diligence or violates any of the terms of this Agreement THE PURCHASER shall be entitled to cancel The Agreement and demand damages.
18. That the terms of this Agreement shall be GOVERNED by the Laws of Kiribati.





Signed on the \_\_\_\_\_ day of \_\_\_\_\_ 2019, for and on behalf of the Supplier and Purchaser as follows:

**SUPPLIER/Representatives**

**PURCHASER/Representatives**

1. Name .....

1. Name Eroria Toaneti

Signature

Signature:

**WITNESSES**

**WITNESSES**

1..Name.....

1...Name .....

Signature

Signature

**(Please initial each page).**