

Belgrade, 29/03/2019

Our ref.: **PDT SRB 1801-013**

Dear Sir/Madam,

SUBJECT: INVITATION TO TENDER FOR TRAINERS FOR ANNUAL SOCIAL ACADEMY IN ALBANIA

This is an invitation to tender for the above mentioned supply contract. Please find enclosed the following documents, which constitute the tender dossier:

- A. Invitation and instructions
 - A1 Invitation letter
 - A2 Instructions to tenderers
- B. Draft contract and special conditions, including annexes
 - B1 Contract draft with Special conditions Special conditions
 - B2 Annex i: general conditions
 - B3 Annex ii: Terms of reference
 - B4 Annex iii: Organization & Methodology
 - B5 Annex v: budget breakdown (model financial offer)
- C. Further information
 - C1 Administrative compliance grid
 - C2 Evaluation grid
- D. Tender form for a supply contract
 - D1 Tender form
 - D2 Financial Identification Form
 - D3 Legal Entity Form
 - D4 Declaration on Honor on exclusion and selection criteria
 - D5 References

For full information about procurement procedures please consult the Practical Guide and its annexes, which can be downloaded from the following web page:
<http://ec.europa.eu/europeaid/prag/document.do>

We look forward to receiving your tender before the submission deadline at the address specified in the Instructions to tenderers.

By submitting a tender you accept to receive notification of the outcome of the procedure by electronic means. Such notification shall be deemed to have been received by you on the date upon which the contracting authority sends it to the electronic address you referred to in your offer.

Yours sincerely,

Gordan Velev