



Date:

Municipality of Mavrovo and Rostushe

<Name & address of the entity >

Our ref: 2019/411-186/A1.1/A1.2/A2.1

Dear Sir/Maddam,

INVITATION TO TENDER FOR

“IDENTIFICATION, CONSTRUCTION AND INTERVENTION FOR IMPROVING MARKING AND SIGNING FOR CREATION OF 40 KM BIKE TRAILS IN BOTH SIDES OF THE BORDERS (BETWEEN NORTH MACEDONIA AND ALBANIA), TRAINING OF TRAINERS AND TRAINING OF MOUNTAIN BIKE GUIDES/TRAIL BUILDERS”

I am pleased to inform you that [your firm] [the consortium led by you] is invited to take part in the competitive negotiated procedure for the above contract. The complete tender dossier is attached to this letter. It includes:

- A. Instructions to tenderers and contract notice**
- B. Draft Contract Agreement and Special Conditions with annexes:**
 - I. Terms of Reference
 - II. Organisation and Methodology (to be submitted by the tenderer using the template provided)
 - III. Key experts (including templates for the summary list of key experts and their CVs)
 - IV. Budget (to be submitted by the tenderer as the Financial offer using the template provided)
 - V. Forms and other supporting documents
- C. Other information:**
 - I. Administrative compliance grid
 - II. Evaluation grid
- D. Tender submission form and declaration of honour on exclusion and selection criteria**

For full details of the tendering procedures, please see the **Practical Guide and its annexes**, which may be downloaded from the following website: <http://ec.europa.eu/europeaid/prag/document.do>

We look forward to receiving your tender before the deadline set in point 8 of the Instructions to Tenderers. Please send it to the address and with the requirements given in point 8. By submitting a tender you accept to receive notification of the outcome of the procedure by electronic means. If you decide not to submit a tender, we would be grateful if you could inform us in writing, indicating the reasons for your decision.



THIS PROJECT IS FUNDED BY THE
EUROPEAN UNION



THIS PROJECT IS IMPLEMENTED BY:

MUNICIPALITY OF MAVROVO AND ROSTUSHE

Yours sincerely

< Name >