**Date: 15.06.2018**

**Our ref: IPA/2015/369-849; 0503-538**

**INVITATION TO TENDER FOR Realization of Information Campaign under the Project “Diversity is trendy – promoting local multiculturalism!**”. The project is implemented in the frame of IPA Civil Society Facility and Media Programme 2014 Support to Civil Society Organisations under the Civil Society Facility and Media Freedom Action 2014 The project coordinator is Association for Democratic Initiatives (ADI) Gostivar and co-beneficiaries are: *“Economic Chamber of North-West Macedonia”* and Multiethnic association "Florence Nightingale”

I am pleased to inform you \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_is invited to take part in the single tender procedure for the above contract. The complete tender dossier is attached to this letter. It includes:

1. **Instructions to tenderers and contract notice**
2. **Draft Contract Agreement and Special Conditions with annexes:**
3. General Conditions for service contracts
4. Terms of Reference
5. Organisation and Methodology (to be submitted by the tenderer using the template provided)
6. Key experts (including templates for the summary list of key experts and their CVs) \
7. Budget (to be submitted by the tenderer as the Financial offer using the template provided)
8. Forms and other supporting documents
9. **Other information:**
10. List of entities invited to submit a tender
11. Administrative compliance grid
12. Evaluation grid
13. **Tender submission form**

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 7 of the Instructions. Please send it to the address given in point 8. 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.

 

Yours sincerely

Lulzim Haziri

Executive Director