



The project is financed by
the European Union



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Our ref: EU4CS-TEN-2023-NO1 (2022/440-009)

**INVITATION TO TENDER FOR
Developing e-consultation online portal for Government of the Republic of Srpska, Bosnia
and Herzegovina**

Dear,

I am pleased to inform you that PCM Consulting intends to award a service contract for 'Developing e-consultation online portal for Government of the Republic of Srpska' within the realization of the project „EU FOR Civil Society (EU4CS) - Capacity building of Governments to include CSOs into the decision making, Bosnia and Herzegovina“ financed by the European Union. The complete tender dossier attached to this letter includes:

A. Instructions to tenderers and contract notice

B. Draft contract agreement and special conditions with annexes:

- I. General conditions for service contracts
- II. Terms of reference
- III. Organisation and methodology (to be submitted by the tenderer using the template provided)
- IV. Key experts (including templates for the summary list of key experts and their CVs)
- V. Budget (to be submitted by the tenderer as the financial offer using the template provided)
- VI. 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 which has to be sent no later than 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.

Yours sincerely,

Igor Stojanovic

