**February 02nd 2022**

Our ref.: **HUSRB/1903/31/0075-4/project meetings, closing conference, workshop, seasonal programs and tours 5.3.1; 5.3.2; 5.3.3; 5.3.4; 5.3.5 and 5.3.6**

**Subject: Invitation to tender for Services related to organization of project meetings, closing conference, knowledge transfer workshops, seasonal cross-borders programs and joint guided and special guided tours for the project BAJA- SOMBOR TOURISM4ALL**

DearMadam/Sir,

I am pleased to inform you that is invited to take part in the restricted tender procedure for the above contract. The complete tender dossier includes:

1. **Instructions to tenderers**
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. Budget (to be submitted by the tenderer as the financial offer using the template provided)
7. Forms and other supporting documents
8. **Other information:**
9. Administrative compliance grid
10. Evaluation grid
11. **Tender submission form**

Only the candidates receiving this invitation letter may submit a tender. Any tender received from a legal or natural person not invited to tender will be rejected.

For full details of the tendering procedures and if editable templates are needed, 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 submitted no later than the deadline and according to the requirements set out in the Instructions to tenderers.

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

**Antonio Ratković, Mayor**