



TF-MADAD/2018/T04.136

To whom it may concern,

INVITATION TO TENDER FOR A ROAD SAFETY EXPERT/FIRM IN MENIEH

I am pleased to inform you that you are invited to take part in the direct award for the above contract. The complete tender dossier is attached to this letter. It includes:

- A. Instructions to Tenderers;**
- B. Service Contract Notice;**
- C. Service Tender Submission Form and declaration of honour on exclusion and selection criteria;**
- D. Draft Contract Agreement;**
- E. Special Conditions with annexes:**
 - I. General Conditions for service contracts;
 - II. Terms of Reference;
 - III. Technical Proposal (to be submitted by the tenderer);
 - IV. Budget (to be submitted by the tenderer as the financial offer using the template provided).
- F. MASAR Project Code of Conduct; and**
- G. Contract on Data Protection.**

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/praq/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.

Yours sincerely,

Date and electronic signature:

Director
Agència Catalana de Cooperació al Desenvolupament