

10 May 2021

**Polish Centre for International Aid
Beirut Office****Our ref:** MASAR-LB-PCPM-015-SR/2021

Dear Sir/Madam,

**INVITATION TO TENDER FOR GIS DATABASE FOR DREIB UNIONS OF MUNICIPALITIES,
AKKAR, LEBANON**

I am pleased to inform you that you are invited to take part in the single tender 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 with Annexes:**
 - Terms of Reference
 - Organisation and Methodology (to be submitted by the tenderer using the template provided)
 - Budget (to be submitted by the tenderer as the Financial offer using the template provided).
- C. Other Information**
 - Administrative compliance grid
 - Evaluation grid
- D. Tender submission form and declaration of honour on exclusion and selection criteria**
(to be submitted by the tenderer using the template provided).

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.

Yours sincerely,



Rana Gabi
PCPM Country Representative - Lebanon