Innovation Fund

Republic of Serbia

**Belgrade, May 21, 2021**

**Our ref: 18SER01/06/11-03-PR**

**INVITATION TO TENDER FOR External Provider of Peer Reviewers (Assessors)**

**Dear Sir/Madam,**

This is an invitation to tender for the above-mentioned service contract. Please find enclosed the following documents, which constitute the tender dossier:

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. 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. Administrative compliance grid
11. Evaluation grid
12. **Tender submission form and Declaration on honour**

For full information about procurement procedures please consult the **practical guide and its annexes**, which can be downloaded from the following web page: <http://ec.europa.eu/europeaid/prag/document.do>

We look forward to receiving your tender which has to be sent **or hand delivered** 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.

By submitting a tender you accept to receive notification of the outcome of the procedure by electronic means. Such notification shall be deemed to have been received by you on the date upon which the contracting authority sends it to the electronic address you referred to in your offer.

If you decide not to submit a tender, we would be grateful if you could inform us in writing, stating the reasons for your decision.

Yours sincerely**,**

Dragana Kosanovic Vujanic

Procurement Advisor

Republic of Serbia, Innovation Fund

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