

24/04/2026

LETTER OF INVITATION TO TENDER

Our Ref: < IPA III/2024/457-197/0801/2-11>

Invitation to tender for Local Associate for Facilitators of Enrolment/Mapping and Business Facilitation for the purposes of Project Implementation - EU Support to REDI Phase II: Advancing Roma Entrepreneurs in the Western Balkans and Türkiye, Location: Kosovo

Dear Madam/Sir,

We are pleased to inform you that your company is invited to take part in the simplified procedure for the above contract. The complete tender dossier includes:

A. Instructions to Tenderers

A. Service 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 a 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

D. Declaration of honour on exclusion and selection criteria

All eligible candidates who fulfil the stipulated requirements are hereby invited to participate in this public procurement procedure.

For full details of the tendering procedures, please see the **practical guide and its annexes**, which may be downloaded from the following website: <https://wikis.ec.europa.eu/display/ExactExternalWiki/ePRAG>

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,

Asib Zekir

Roma Entrepreneurship Development Initiative REDI Skopje

Signed by:

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