

04.10.2023

<Name & address of the entity >

Our ref: O4Y/CONF_001/2023/ Lot number 1,2

Dear Sir,

INVITATION TO TENDER FOR "Services for organizing a regional conference, workshops and information events within the "Opportunity for You" project, Skopje, LOT NUMBER 1 and 2.

I am pleased to inform you that your firm is invited to take part in the single tender procedure for the above contract. The complete tender dossier is attached to this letter. It includes:

PART A: Information for the tenderer

1. Information on submission of the tenders
 2. Technical information
 3. Additional information
- Format of the contract between the contractor and the contracting authority

PART B: Format of offer to be provided by the tenderer

1. Tenderer's information
2. Tenderer's statement
3. Technical offer

PART C: Format of financial offer

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> (version PRAG 2021.0)

We look forward to receiving your tender before the deadline set in point 1 of the Information for the tenderer. Please send it to the address and with the requirements given in the Information for the tenderer. 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

Centre for development of
Skopje region

