

LETTER OF INVITATION TO PROPOSALS

Dir madam/sir,

I. You are invited to submit a proposal electronically by e-mail to the address stated in paragraph 4, for the below procurement activity in accordance with the enclosed Instruction to Bidders or Consultants and Scope of Work.

II. Your Bid must be received by 17:00 o'clock on 02 November 2021, and shall remain open in the event that the aforementioned final date for submission of this procurement activity is extended. All submitted documents must conform to the requirements outlined in the tender dossier.

III. You are required to complete and return the Cover letter, Technical and Financial Submission Form together with all appendices listed as requested at Data Sheet and at Instructions to bidders section

IV. **Contract Title:** Consultancy Services to Develop a Monitoring and Evaluation System

Our Reference: RELIEF/ 002/2021

Date of Publication: 12 October 2021

Closing Date: 02 November 2021

Contracting Authority: NGO Labyrinth

Address: Str. GazmendZajmi, No. 39c, 10000 Prishtina, Kosovo

Project: Response to Social Protection Challenges of the Marginalized communities Led by Innovation, Education and Functionality (RELIEF)

Contract Number: 202/422-367

Funded by: The European Union, represented by the European Union Office in Kosovo

Email Address for submission of bids: labirintipr@gmail.com

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

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| Section II: | Instruction to Bidders or Consultants |
| Section III: | Data Sheet and Scope of Work |
| Section IV: | Cover Letter and Declaration on honour on exclusion criteria and absence of conflict of interest |
| Section V: | Technical Proposal and Financial Submission Form |
| Section VI: | Template of Proposed Contract |

V. For additional information about this procurement activity and ToR's please send your questions to the contact person below:

E-mail: labirintipr@gmail.com

Closing date for questions: 22 October 2021

By submitting a proposal you accept to receive notification of the outcome of the procedure by electronic means.

Please ensure that you submit your proposal in the manner and by the time described in the Instructions and Information for tenderers or consultants section.

Yours,
Labyrinth

Section I: Request for Proposals (RFP)