

LIMITE



KOSOVO SPECIALIST CHAMBERS
DHOMAT E SPECIALIZUARA TË KOSOVËS
SPECIJALIZOVANA VEÇA KOSOVA

LETTER OF INVITATION TO TENDER

The Hague, 17 October 2023

Our ref.: KSCR/PROC/2023-2025/1083

Subject: Invitation to tender for the rental of printing devices and provision of managed printing services to the Kosovo Specialist Chambers (KSC) and the Specialist Prosecutor's Office (SPO)

Dear Madam/Sir,

I am pleased to inform you that you are invited to take part in the local open procedure for the above supply contract. The complete tender dossier includes:

- A. Instructions to tenderers and Contract notice
- B. Draft framework contract and special conditions, including annexes
 - Draft contract
 - Special conditions
 - Annex I: general conditions
 - Annex II + III: technical specifications and terms of reference + technical offer (to be tailored to the specific project)
 - Annex IV: budget breakdown (model financial offer)
 - Annex V: forms
- C. Further information
 - Administrative compliance grid
 - Evaluation grid
- D. Tender form for a supply contract and Declaration on honour on exclusion and selection criteria (annex A14a)

For full information about procurement procedures please consult the practical guide and its annexes, which can be downloaded from the following web page: <https://wikis.ec.europa.eu/display/ExactExternalWiki/ePRAG>

We look forward to receiving your tender which has to be submitted no later than the submission deadline mentioned in the Contract Notice.

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.

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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,

A handwritten signature in black ink, appearing to read 'Nico Huizinga'. The signature is fluid and cursive, with a large initial 'N' and 'H'.

Nico Huizinga
Head of Procurement