



GRAD MOSTAR  
CITY OF MOSTAR

## LETTER OF INVITATION TO TENDER

Mostar, 16.09.2022.

Project "Inclusive Play"

Our ref.: 08-11-15330/20-66

**SUBJECT: INVITATION TO TENDER FOR Refurbishment Works on the Kantarevac park and Preparation of the Los Rosales playground for the installation of didactic play equipment and the procurement of a set of didactic play equipment for the multi-sensory playgrounds Kantarevac and Los Rosales**

Dear Mr/Ms,

Please find enclosed the following documents, which constitute the tender dossier:

### **VOLUME 1**

SECTION 1: INSTRUCTIONS TO TENDERERS and CONTRACT NOTICE

SECTION 2: TENDER FORM

Annex 1 - Declaration of honour on exclusion and selection criteria.....Form a.15

SECTION 3: TENDER GUARANTEE FORM

SECTION 4: QUESTIONNAIRE

Additional notice to tenderers

General information about the tenderer.....Form 4.1

Organisation chart .....Form 4.2

Power of attorney .....Form 4.3

Financial statement.....Form 4.4

Financial identification form .....Forms 4.5 a) + b)

Technical qualifications:

Overview of the tenderer's staff.....Form 4.6.1.1

Staff to be employed on the contract .....Form 4.6.1.2

SECTION 5: ADMINISTRATIVE COMPLIANCE GRID AND EVALUATION GRID

I. Administrative compliance grid

II. Evaluation grid

**VOLUME 2**

CONTRACT FORM

GENERAL CONDITIONS FOR WORKS CONTRACTS

SPECIAL CONDITIONS

SPECIMEN PERFORMANCE GUARANTEE

SPECIMEN RETENTION GUARANTEE

**VOLUME 3**

TECHNICAL SPECIFICATIONS

**VOLUME 4**

FINANCIAL OFFER (LUMP SUM CONTRACTS)

**VOLUME 5**

DESIGN DOCUMENTS, INCLUDING DRAWINGS

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 and the accompanying tender guarantee.

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,

Project Manager Ivana Maric

