

Trento, Italy, 23 December 2022

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INVITATION TO TENDER FOR THE DESIGN AND CREATION OF A STORYTELLING PODCAST OF THE PROJECT “MUDAR - MOZAMBIQUE INTEGRATED URBAN DEVELOPMENT BY ACTIONS AND RELATIONSHIPS: EMPOWERING LOCAL GOVERNANCE” CODE CTR CSO-LA/2021/428-391 - COE CUP C69J21034580006

Dear Sir, Madam,

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

DOCUMENT	FILE NAME
Instructions to tenderers	<i>02_b8b_Instructions_to_tenderers</i>
Draft contract agreement and special conditions, with annexes:	<i>03_b8c_Draft_Contract</i>
• General conditions for service contracts	<i>04_b8d_Annex_I_General_Conditions</i>
• Terms of reference	<i>05_b8f_Annex_II_Terms_of_Reference</i>
• Budget (to be submitted by the tenderer as the financial offer using the template provided:	<i>06_b8i1_Annex_V_Budget</i>
• Forms and other supporting documents:	<i>07_b8j4_Annex_VI_Legal_Entity_File_LEF</i>
	<i>08_e3f_Annex_VI_Financial_Identification_Form_FIF</i>
• Paper describing the art project	<i>No format required</i>
Other information:	
• Administrative compliance grid	<i>09_b8l_Admininistrative_Compliance_Grid</i>
• Evaluation grid	<i>10_b8m2_Evaluation_Grid</i>
Tender submission form	<i>11_b3_Application_form</i>

For your information your application to participate in this tender procedure fulfilled the technical selection criteria for the following references specified in your application form:

Under point 4.1 (6) of the instructions to tenderers you will be requested to submit documentary evidence for these references.

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For full details of the tendering procedures, please see the **practical guide and its annexes**, which may be downloaded from the following website: <http://ec.europa.eu/europeaid/prag/document.do> .

We look forward to receiving your tender which has to be sent no later than the deadline set in the instructions to tenderers. Please send it to the address and with the requirements given in the instructions to tenderers. By submitting a tender you accept to receive notification of the outcome of the procedure by electronic means.

Yours sincerely,

Marco Tubino
President
Centro per la Cooperazione Internazionale
(International Cooperation Centre, CCI)

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