



RAS

Republic of Serbia
Development Agency of Serbia
Ref. no: 1-06-405-2/2025
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Kneza Milosa 12, 11 000 Belgrade
Phone: 011 3398 900, Fax: 011 3398 550
office@ras.gov.rs; www.ras.gov.rs

INVITATION TO SINGLE TENDER PROCEDURE FOR THE:

“Sub-grants Expenditure Verification Specialist, Serbia“

Dear Sir/Madam,

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

- A. **Instructions to tenderers and contract notice**
- B. **Draft contract agreement and special conditions with annexes:**
 - I. General conditions for service contracts
 - II. Terms of reference
 - III. Organization and methodology (to be submitted by the tenderer using the template provided)
 - V. Budget (to be submitted by the tenderer as the financial offer using the template provided)
 - VI. Forms and other supporting documents
- C. **Other information:**
 - I. List of entities invited to submit a tender
 - II. Administrative compliance grid
 - III. Evaluation grid
- D. **Tender submission form and declaration of honour on exclusion and selection criteria**

For full details of the tendering procedures, please see the **practical guide and its annexes**, which may be downloaded from the European Commission's website (see EU-external-actions pages).

We look forward to receiving your tender that has to be sent no later than the deadline set in point 8 of the Instructions to Tenderers. Please send it to the address with the requirements given in point 8. 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,

Žarko Milicević

Executive Director

