



Organization for Security and Co-operation in Europe

Office in Baku

Fund Administration Unit

The Landmark III, 96 Nizami St., AZ1010 Baku, Azerbaijan

Date: 1 March 2012

Invitation to Bid

No. 3/2012

Implementing partner for OSCE Monitoring of Detention Facilities Programme in 2012

The Office in Baku of the Organization for Security and Co-operation in Europe (hereinafter called “the Office”) invites sealed bids for the purpose of contracting an implementing partner (hereinafter called “the Implementing Partner”) for assisting in the implementation of the Office’ Monitoring of Detention Facilities Programme in 2012, (hereinafter called “the Programme”). The Programme will be carried out throughout the country.

In addition to this Invitation to Bid, the Bidding Documents also include:

- Section I: The OSCE Monitoring of Detention Facilities Programme in 2012 - Outline
- Section II: Terms of Reference
- Section III: How to apply and the procedures to follow
- Section IV: Evaluation and Selection of Applications
- Annex I: OSCE Project Proposal Template
- Annex II: Budget
- Annex III: Certificate of Compliance for Potential Implementing Partner
- Annex IV: Form of Agreement

Any Agreement reached as a result of this Invitation to Bid shall be bound by the Form of Agreement contained in the Bidding Documents.

Bids must be delivered at the following address:

Organization for Security and Co-operation in Europe (OSCE)
Office in Baku
Attn: Fund Administration Unit
The Landmark III, 96 Nizami St.
AZ1010 Baku, Azerbaijan

Bids must be delivered on or before **19 March 2012, 17:00 hrs (GMT+4)** in a sealed envelope marked with “**No. 3 /2012 – Implementing partner for OSCE Monitoring of Detention Facilities Programme in 2012 - Do Not Open Before 19 March 2012, 17:00 hrs (GMT+4)**”.

Bids sent by e-mail and fax will not be accepted. The bid prices shall be quoted in AZN.

THE OSCE RESERVES THE RIGHT TO ACCEPT OR REJECT ANY BID, AND TO ANNUL, IN WHOLE OR IN PART, OR TO SUSPEND THE BIDDING PROCESS AND REJECT ALL BIDS AT ANY TIME AND WITHOUT REASON PRIOR TO AWARD, WITHOUT THEREBY INCURRING ANY LIABILITY TO THE AFFECTED BIDDER OR BIDDERS.

A complete set of the Bidding Documents may be obtained at the OSCE web site (<http://www.osce.org/tenders/>). Please address all your queries or questions in writing at the address given below and kindly refrain from any telephone calls or personal visits.

OSCE Office in Baku
Rule of Law Programme
The Landmark III, 96 Nizami St., AZ1010 Baku, Azerbaijan