

**REQUEST FOR PROPOSAL (RFP) DOCUMENTS FOR
THE PROVISION OF SPECIALIZED COMMUNITY RIGHTS TRAINING FOR THE
OSCE MISSION IN KOSOVO**

No. OMIK/TRAINING CONSULTANCY/TXH/09/02

18 August 2009



Request for Proposals (RFP)
No. OMIK/TRAINING CONSULTANCY/TXH/09/02
PROVISION OF SPECIALIZED COMMUNITY RIGHTS TRAINING FOR
THE OSCE MISSION IN KOSOVO

The OSCE Mission in Kosovo (hereinafter referred to as “the OSCE Entity”) invites sealed proposals (hereinafter referred to as “Proposal(s)”) from eligible and qualified Service Providers for the provision of **Community Rights Training Services** (hereinafter referred to as “the Services”), according to the requirements as defined in the Request for Proposals (hereinafter referred to as the “RFP”) and Terms of Reference (“Terms of Reference” and/or “TOR”) attached thereto.

The RFP Documents include:

- Section I: Information to Bidders
- Section II: Data Sheet
- Section III: Technical Proposal Standard Forms
- Section IV: Financial Proposal Standard Forms
- Section V: Terms of Reference (TOR)
- Section VI: OSCE General Conditions of Contract

A complete set of RFP documents may be requested by interested institutions by submitting a written request to the fax numbers and/or e-mail address indicated below.

Fax: +381 (0)38 249 984 or +381 (0)38 240 711

E-mail: Procurement.omik@osce.org

Proposals must be delivered to the office at the address given below on or before Thursday 03 September 2009 13:00hrs Kosovo time in a sealed envelope marked with **“Proposal for Provision of Specialized Community Rights Training - OSCE Mission in Kosovo, RFP OMIK/TRAINING CONSULTANCY/TXH/09/02 - Do Not Open Before 03 September 2009 13:00hrs”**.

The address of the OSCE Entity for submission of offers (in person or courier) is:

OSCE Mission in Kosovo HQ, Visitor Room/Tender Box, 10000 Prishtinë/Priština, Kosovo. Offers are to be placed in the Tender Box in the Visitors Room of the Reception Area on the ground floor. Proposals sent by e-mail and/or fax WILL be accepted. Proposal prices shall be quoted in Euro currency.

Only complete proposals as per the original RFP documents will be considered.

The OSCE Entity reserves the right to accept or reject any Proposal, and to annul, in whole or in part, or to suspend this solicitation process and reject all Proposals at any time and without reason prior to award, without thereby incurring any liability to the affected bidders.

Please address all your queries or questions regarding this Request for Proposals by fax or e-mail only and refrain from any telephone calls or personal visits.