



Organization for Security and Co-operation in Europe

**Spillover Monitor**

## **Mission to Skopje**

### **Request for Proposal**

The OSCE Spillover Monitor Mission to Skopje (hereinafter referred to as “the OSCE”) invites sealed proposals from eligible and qualified Marketing Agencies (hereinafter referred to as “the Service Providers”) for conducting a **Public Awareness Campaign for promotion of the Ombudsman Institution**, (hereinafter referred to as “the Services”), according to the requirements as defined in the Terms of Reference (hereinafter referred to as “the ToR”) attached hereto.

The RPF Documents include:

- Section I: Information to Service Providers
- Section II: Data Sheet
- Section III: Technical Proposal Standard Forms
- Section IV: Financial Proposal Standard Forms
- Section V: Terms of Reference with annexes

Proposals must be delivered **in sealed envelope only**, to the OSCE on the following address:

OSCE Procurement Unit, second floor, QBE Building, 11 Oktomvri 25, 1000 Skopje  
on or before 08 February 2008, 12:00 (CET).

Please note that proposals sent by fax or email will not be accepted.

The purpose of this Request for Proposal is to enter into a service contract with successful Service Provider.

The OSCE reserves the right to accept or reject any Proposal, and to cancel, in whole or in part, or to suspend the solicitation process, or to reject all Proposals, at any time and without reason prior to the date of Contract award.

Please address your queries or comments in writing and refrain from any personal visits or telephone calls.

Daniela Micevska-Zafirova, Senior Procurement Assistant  
OSCE Procurement Section, QBE Building, 11 Oktomvri 25, 1000 Skopje or email  
[Daniela.Micevska-Zafirova@osce.org](mailto:Daniela.Micevska-Zafirova@osce.org) or fax +389 2 3234 300