



**REQUEST FOR QUOTATION  
FOR PROVISION OF AUDIT SERVICES OF OSCE'S TREASURY  
MANAGEMENT**

**RFQ No.185110**

**OCTOBER 2009  
VIENNA, AUSTRIA**



**Organization for Security and Co-operation in Europe**  
**The Secretariat**  
**Department of Management and Finance**  
Palais Palffy - Wallnerstrasse 6, A - 1010 Vienna, Austria

Date: 02 October 2009

**Request for Quotation**  
**No. 185110**  
**For Provision of Audit Services of OSCE's Treasury Management**

The Secretariat of the Organization for Security and Co-operation in Europe (hereinafter called "the OSCE") invites reputable and qualified companies to submit their quotations for "Provision of Audit Services of OSCE's Treasury Management" (hereinafter called "the Services"), as specified in Annexes C.

The RFQ Document includes:

Annex A "Quotation Submission Form"  
Annex B "Qualifications and Experience"  
Annex C "Terms of Reference"  
Annex D "Description of Methodology & Work Plan"  
Annex E "Qualifications of the proposed Key Personnel"  
Annex F "Price & Time Schedule"

Any Purchase Order placed as a result of this RFQ shall be bound by the OSCE General Conditions of Purchase Agreement which can be viewed on <http://www.osce.org/tenders/>.

Quotations must be delivered to the OSCE to the address stated below on or before **15 October 2009, 12:00 hours (Vienna Time)**.

Organization for Security and Co-operation in Europe  
Procurement & Contracting Unit  
Palais Palffy - Wallnerstrasse 6  
1010 Vienna – Austria

Attn.: Khawla Farah, Senior Procurement Assistant  
Fax: + 43 1 514 36 6283  
Email: [tenders-at@osce.org](mailto:tenders-at@osce.org)

Quotations sent by fax or e-mail at the above specified fax number or e-mail address will be accepted.

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.

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 Secretariat**  
**Procurement and Contracting Unit**  
**Palais Palffy - Wallnerstrasse 6, A-1010 Vienna, Austria**  
**Attn: Mrs. Khawla Farah, Senior Procurement Assistant**  
**Email: [khawla.farah@osce.org](mailto:khawla.farah@osce.org)**  
**Fax: + 43 1 514 36 6667**