



Organization for Security and
Co-operation in Europe

REQUEST FOR PROPOSAL NO 09/2010
FOR
SERVICES RELATING TO THE SYSTEMATIC FIRST REGISTRATION
OF IMMOVABLE PROPERTY IN PRIORITY COASTAL AREAS IN
ALBANIA

Date: 22 June 2010

On behalf of the OSCE Presence in Albania, the OSCE Secretariat, Vienna (both the Presence and the Secretariat hereinafter referred to as “the OSCE”) invites sealed proposals (hereinafter referred to as “Proposal(s)”) from eligible and qualified companies (hereinafter referred to as “the Bidders”) for services relating to the systematic first registration of immovable property in priority coastal areas in Albania (hereinafter referred to as “the Services”), according to the requirements as defined in the bidding documents (hereinafter referred to as “the Bidding Documents”) attached hereto.

The Bidding Documents include:

Section I:	Instructions to Bidders
Section II:	Bidding Data Sheet
Section III:	Technical Proposal Standard Forms
Section IV:	Financial Proposal Standard Forms
Section V:	Terms of Reference (“TOR”)
Section VI:	Form of Contract

Unless the deadline is extended, Proposals must be delivered on or before **22 July 2010, 12:00 hrs (CET)** in a sealed envelope marked with “**Proposal for the Provision of Services Relating to the Systematic First Registration of Immovable Property in Priority Coastal Areas in Albania - RFP No. 09/2010 - DO NOT OPEN, EXCEPT IN PRESENCE OF THE OSCE BID OPENING BOARD.**”

OSCE Secretariat
Procurement and Contracting Unit
Wallnerstrasse 6
A-1010 Vienna, Austria

Proposals sent by facsimile or e-mail will not be accepted.

The prices shall be quoted in EURO. Bidders are advised that the prices offered shall be fixed throughout the performance of the Services and are not subject to escalation.

The Services are expected to commence before or in September 2010 and shall be completed within 14 calendar months from the date of the contract entry into effect.

Kindly note that funding for the whole implementation period has not yet been secured. Any contract award resulting from this Request for Proposal will be subject to the availability of funds.

The OSCE reserves the right to accept or reject any proposal, and to annul, in whole or in part, or to suspend the bidding process and to reject all Proposals, 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 by interested bidders on the submission of written application to the address given below.

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

Ms. Gerhild Kernberger
Procurement Assistant
Fax: + 43 1 514 36 6283
Email: gerhild.kernberger@osce.org