



Organization for Security and Co-operation in Europe

The Secretariat

Department of Management and Finance

Kärntner Ring 5-7, A - 1010 Vienna, Austria

Date: April 20, 2005

Invitation To Bid

No. 07/2005

Provision of Flags to the OSCE

The Secretariat of the Organization for Security and Co-operation in Europe (hereinafter called "the OSCE") invites sealed bids from qualified companies for the provision of flags.

The Bidding Documents include:

- Section I: Instructions to Bidders
- Section II: Forms of Bid
- Section III: Technical Specifications
- Section IV: General Conditions of Contract (Goods) *[to be viewed on www.osce.org/tenders/]*

Bids must be delivered to the office at the following address:

Organization for Security and Co-operation in Europe (OSCE)
Secretariat
Attn: Central Records and Documents Management Section
Kaerntner Ring 5-7
A-1010 Vienna, Austria

Bids must be delivered on or before **May 11, 2005, 12:00 hrs (CET)** in a sealed envelope marked with **"Bid for Provision of Flags to the OSCE - ITB No. 07/2005 - Do Not Open Before May 11, 2005, 12:00 hrs (CET)"**.

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

The contract under consideration shall be bound by the OSCE General Conditions of Contract (Services), which can be viewed on <http://www.osce.org/tenders/>. The duration of the contract will be for a period of one year with possibility of two annual extensions for a maximum aggregate duration of three (3) consecutive years.

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.

Further information and the ITB Documents can be obtained from the OSCE at the address below. Please address all your queries or questions in writing at the address given below and refrain from any telephone calls or personal visits.

OSCE Secretariat
Procurement and Contracting Unit
Kärntner Ring 5-7, A-1010 Vienna, Austria
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