



Organization for Security and Co-operation in Europe

Office in Baku

Fund Administration Unit

The Landmark III, 96 Nizami St., AZ1010 Baku, Azerbaijan

Date: 15 March 2012

Invitation to Bid No. AZE 005/2012 Implementing partner for Regional Training on Increasing Women's Participation in Political Life

The Office in Baku of the Organization for Security and Co-operation in Europe (hereinafter called "the OSCE") invites sealed bids for the purpose of finding an implementing partner for the project Regional Training on Increasing Women's Participation in Political Life (hereinafter called "the Implementing Partner"), to be based in Baku, Azerbaijan.

In addition to this Invitation to Bid, the Bidding Documents also include:

- Section I: Regional Training on Increasing Women's Participation in Political Life - Outline
- Section II: Terms of Reference
- Section III: How to apply and the procedures to follow
- Section IV: Evaluation and Selection of Applications
- Annex I: OSCE Project Proposal Template
- Annex II: Budget
- Annex III: Certificate of Compliance for Potential Implementing Partner
- Annex IV: Form of Agreement in English

Any Agreement reached as a result of this Invitation to Bid shall be bound by the Form of Agreement contained in the Bidding Documents.

Bids must be delivered at the following address:

**Organization for Security and Co-operation in Europe (OSCE)
Office in Baku
Attn: Fund Administration Unit
The Landmark III, 96 Nizami St.
AZ1010 Baku, Azerbaijan**

Bids must be delivered on or before **10 April 2012, 12:00 hrs (GMT+4)** in a sealed envelope marked with "**No. AZE 005/2012 – Regional Training on Increasing Women's Participation in Political Life - Do Not Open Before 10 April 2012, 12:00 hrs (GMT+4)**".

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

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.

A complete set of the Bidding Documents may be obtained at the OSCE web site (<http://www.osce.org/baku/84066>). Please address all your queries or questions in writing at the address given below and kindly refrain from any telephone calls or personal visits.

**Office in Baku
Democratisation Programme, elgun.taghiyev@osce.org
The Landmark III, 96 Nizami St., AZ1010 Baku, Azerbaijan**