



Organization for Security and Co-operation in Europe

Date: April 21, 2005

Request for Proposal No 06/2005 **Provision of Business Information Reports to the OSCE**

The Organization for Security and Co-operation in Europe (hereinafter referred to as “the OSCE”) invites sealed proposals from qualified companies (hereinafter referred to as “the Bidders”) for the provision of Business Information Reports to the OSCE (hereinafter referred to as “the Services”), according to the requirements as defined in the Terms of Reference (hereinafter referred to as the “TOR”).

The attached RFP Documents include:

Section I:	Information to Bidders
Section II:	Proposal Standard Forms
Section III:	Terms of Reference

The contract under consideration shall be bound by the OSCE General Conditions of Contract (Services) which can be viewed on www.osce.org/tenders/.

Proposals must be delivered to the OSCE to the address stated below **on or before May 18, 2005, 12:00 hrs (CET)**.

The address for the submission of Proposals is:

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

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

Nothing in or relating to this RFP shall be deemed a waiver, expressed or implied, of any of the privileges and immunities of the OSCE.

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.

Further information and the RFP Documents can be obtained from the OSCE at the address below. Please address your queries or comments in writing and kindly refrain from any personal visits or telephone calls.

OSCE Secretariat
Procurement and Contracting Unit
Kärntner Ring 5-7, A-1010 Vienna, Austria
Attn: Mrs. Khawla Farah, Senior Procurement Assistant
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