



Organization for Security and Co-operation in Europe

Date: May 11, 2006

Request for Proposal No. 08/2006

Provision of ICT Services Documentation to the OSCE

The Organization for Security and Co-operation in Europe (hereinafter referred to as "the OSCE") invites qualified companies (hereinafter referred to as "the Bidders") to submit proposals for Provision of ICT Services Documentation (hereinafter referred to as "the Services") in accordance with the requirements as defined in the Request for Proposal Documents (hereinafter referred to as "the RFP Documents").

The RFP Documents include:

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|--------------|-------------------------|
| 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 for Service Contracts which can be viewed on www.osce.org/tenders/.

The Services must be completed by July 20, 2006.

Proposals must be delivered to the OSCE to the address stated below on or before **1 June 2006, 12:00 hours (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 Request for Proposal 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.

A complete set of the RFP 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.

OSCE Secretariat
Procurement and Contracting Unit
Kärntner Ring 5-7
A-1010 Vienna, Austria
Attn: Ms. Mirjana Janic, Procurement Assistant
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