



Jinja, Uganda, 2nd November 2020

LETTER OF INVITATION TO TENDER

Our ref.: LVFO/SRVCS/2020-2021/009

Project: Contribution of sustainable fisheries to the blue economy of the Eastern Africa, Southern Africa and the Indian Ocean- ECOFISH

Programme. No. RSO/FED/039-977

INVITATION TO TENDER FOR CONSULTANCY TO UNDERTAKE LEGAL, INSTITUTIONAL AND ORGANIZATIONAL FRAMEWORK ANALYSIS OF THE PROPOSED EAST AFRICAN FISHERIES ORGANIZATION (EAFO)- CONSULTANCY FIRMS

Dear Sir/Madam,

I am pleased to inform you that your firm/the consortium led by you is invited to take part in the simplified tender procedure for the above contract. The complete tender dossier is attached to this letter. It includes:

A. Instructions to tenderers

B. Draft contract agreement and special conditions with annexes:

- I. General conditions for service contracts
- II. Terms of reference
- III. Organisation and methodology (to be submitted by the tenderer using the template provided)
- IV. Key experts (including templates for the summary list of key experts and their CVs)
- V. Budget (to be submitted by the tenderer as the financial offer using the template provided)
- VI. Forms and other supporting documents

C. Other information:

- I. List of entities invited to submit a tender- Open
- II. Administrative compliance grid
- III. Evaluation grid

D. Tender submission form

For full details of the tendering procedures, please see the **practical guide and its annexes**, which may be downloaded from the following website: <http://ec.europa.eu/europeaid/prag/document.do> .

We look forward to receiving your tender which has to be sent **or** hand delivered no later than the deadline set in point 8 of the instructions to tenderers. Please send it to the address and with the requirements given in point 8. By submitting a tender you accept to receive notification of the outcome of the procedure by electronic means. If you decide not to submit a tender, we would be grateful if you could inform us in writing, indicating the reasons for your decision.

Yours sincerely,



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