

Section I: Request for Quotation RFQ – 17/2021

Letter of Request for Quotation

Dir madam/sir,

I. Advocacy Training and Resource Center (ATRC) kindly request you to submit your quotation of auditing of the PROtect Child project, as stipulated in the agreement between Save the Children Sweden and Sida, in accordance with the enclosed Instruction to Bidders or Consultants and Scope of Work.

II. Quotations may be submitted on or before 14:00 o'clock on 24th December 2021 via email, and shall remain open in the event that the aforementioned final date for submission of this procurement activity is extended. All submitted documents must conform to the requirements outlined in the tender dossier.

III. You are required to complete and return the Cover letter (Section 4), together with all appendices listed as requested at Data Sheet No.25 and at Instructions to bidders section.

IV.

Contract Title:	ANNUAL AUDIT OF SIDA CSO 2017-2021 PROGRAMME
RFQ Number:	RFQ – 17/2021
Date of Publication:	20 December 2021
Closing Date:	24 December 2021
Contracting Authority:	Advocacy Training and Resource Center (ATRC) Str. Sejdi Kryeziu, 26 10000 Prishtina, Kosova
Funded by:	SIDA through Save the Children Kosovo
Email Address for submission:	procurement@advocacy-center.org

Please find enclosed the following documents, which constitute the tender dossier:

Section II:	Instruction to Bidders or Consultants
Section III:	Data Sheet and Scope of Work
Section IV:	Cover Letter and Declaration on honour on exclusion criteria and absence of conflict of interest
Section V:	Technical and Financial Submission Form
Section VI:	Template of Framework Contract

V. For additional information about this procurement activity and Scope of Work please send your questions to the email address below:

E-mail:	procurement@advocacy-center.org
Closing date for questions:	22 December 2021.

By submitting a bid you accept to receive notification of the outcome of the procedure by electronic means.

Please ensure that you submit your bid in the manner and by the timetable described in the Instruction to Bidders or Consultants section.

Yours,
ATRC