

## LETTER OF INVITATION TO TENDER

Tirana: 26.08.2022

Prot. No.684

Ref. No. 618805-EPP-1-2020-1-XK-EPPKA2-CBHE-SP

Dear Sirs,

***SUBJECT: INVITATION TO TENDER FOR*** Purchasing Software (Timetable Management System and Library Management System) and Hardware on University Management, in the framework of Erasmus CBHE Project: Strengthening university autonomy and increasing accountability and transparency of Western Balkans Universities / STAND

This is an invitation to tender for the above-mentioned supply contract. Please find enclosed the following documents, which constitute the tender dossier:

- A. Instructions to invitations
- B. Draft contract and special conditions, including annexes
  - Draft contact
  - Special conditions
  - Annex i: general conditions
  - Annex ii + iii: technical specifications + technical offer (to be tailored to the specific project)
  - Annex iv: budget breakdown (model financial offer)
  - Annex v: forms
- C. Further information
  - List of entities invited to submit a tender
  - Administrative compliance grid
  - Evaluation grid
- D. Invitation form for a supply contract

For full information about procurement procedures, please consult the Practical Guide and its annexes, which can be downloaded from the following web page:

<http://ec.europa.eu/europeaid/prag/docum ent.do>

Also, all the document for this invitation procedure can be founded at:

<https://www.universitetipolis.edu.al/purchasing-software-timetable-management-system-and-library-management-system-and-hardware-on-university-management/>

Please, for eventual notifications and changes on this procedure, consult constantly the weblink:

<https://www.universitetipolis.edu.al>

We look forward to receiving your invitation and the accompanying invitation guarantee before the submission deadline at the address specified in the documents.

Yours sincerely,  
Sotir Dhamo  
POLIS University  
Administrator

