



*Publication reference: **IPA III-ENEST/2025/184378-3/31-PP1-TD01***
Invitation to Company/Individual CV to submit an offer for:
Development of Practical Toolkits for Capacity Building and Webinar Programme
*Within project: **Act & Impact: Local Action for Civic Initiatives***
*Supported by: **European Commission***

Dear Sir/Madam,

We are inviting you to submit an offer for SERVICE PROVIDER for SERVICES for the Project "Act & Impact: Local Action for Civic Initiatives" supported by the *European Commission within Human Rights, Democracy and Civil Society programme for Serbia 2024-2025*.

A detailed description of the Action and of the assignments to be performed within the scope of work is presented in the Terms of Reference enclosed as an integral part of this Invitation.

Your proposal should contain:

- (1) Company/Individual offer in English
- (2) Budget form (free form)
- (3) Filled in application form (enclosed as an integral part of this Invitation) containing:
 - (i) Contact information
 - (ii) Gross fee for providing services
 - (iii) References

Additionally, offer should include proposal, key staff engaged, timing and duration of the tasks.

Maximum budget for the assignment is EUR 4.500.

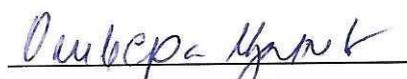
Please send us your proposal **latest by April 15th, 2026 at 15:00 CET**, by: e-mail, to the following address: office@proaktiv.org.rs, with following Subject: **PROPOSAL IPA III-ENEST/2025/184378-3/31-PP1-TD01** or by regular mail to: Obrenovićeveva 59/IV/44, 18000 Niš, Republic of Serbia.

The evaluation of the proposals shall be done by Proactive's evaluation committee based on the experience of the offerer and offered price of the service, using the best value for money principle. The best value for money is established by weighing technical quality against price on an 80/20 basis.

All candidates shall be notified of results of the tender by April 16th 2026.

Looking forward to receiving your proposal,

Yours sincerely,


Olivera Canić, Director

