



Prague 15/3/2016  
GSA/2016/OED/LEG/217851

## INVITATION TO TENDER

**Subject:** GSA/OP/16/01 "Procurement of vouchers for GSA staff in Prague"

**Reference to contract notice in the Official Journal:** 2016/S 052-086086

Dear Sir/Madam,

1. The European GNSS Agency (hereinafter named as the GSA) is planning to award the public contract referred to above. Please find enclosed the related procurement documents: (i) Tender Specifications (Annex I) listing all the documents that must be produced in order to submit a tender, Draft Contract (Annex II) and Declaration on honour on exclusion criteria and selection criteria (Annex III).
2. Economic operators interested in this contract are hereby invited to submit a tender duly signed by their authorised representative, satisfying all the conditions of submission and presentation of tender described in detail in **section E** of the Tender Specifications. Tenders remain confidential until opening.
3. **Submission** of tenders must respect the deadline specified in **section A** of the Tender Specifications.
4. Submission of a tender implies acceptance of all the terms and conditions set out in this invitation to tender, in the tender specifications and in the draft contract and, where appropriate, waiver of the tenderer's own general or specific terms and conditions. Submission of a tender is binding on the tenderer to whom the contract is awarded for the duration of the contract.
5. The period of validity of the tender, during which tenderers may not modify the terms of their tenders in any respect, is nine (9) months from the final date for submission.
6. Contacts between the contracting authority and tenderers are prohibited throughout the procedure save under the conditions laid down in Article 160 of Delegated Regulation No 1268/2012. This means that tenderers can only send written questions for clarification to [tenders@gsa.europa.eu](mailto:tenders@gsa.europa.eu) and they will receive a written answer.
7. This invitation to tender is in no way binding on the GSA. The GSA's contractual relationship commences only upon signature of the contract with the successful tenderer. Up to the point of signature, the contracting authority may either abandon the procurement or cancel the award procedure, without candidates or tenderers being entitled to claim any compensation.

8. Submission of a tender implies acceptance of receiving notification of the outcome of the procedure by electronic means.

Yours faithfully,



**Carlo Des Dorides**  
**Executive Director**

Enc.:

Tender Specifications (Annex I)

Draft Contract (Annex II)

Declaration on honour on exclusion criteria and selection criteria (Annex III)