



**JP "VOJVODINAŠUME"**  
**Petrovaradin, Preradovićeva br. 2**  
**tel/faks: + 381 21/431-144**  
**tekući računi: 205-601-31;160-923461-13;;**  
**325-9500700022924-02**  
**PIB:101636567; MAT.BR.:08762198; EPPDV:132716493**

**Date: 10/10/2023**

**Ref. No: LIFE22 NAT/AT/101113557-TD02-T2.1**

**Subject: Market research: Services of organization of kick-off event for project: LIFE RESTORE for MDD**

Dear Madam/Sir,

Public Enterprise "Vojvodinašume" PETROVARADIN is currently implementing a project titled "*Preserving and restoring floodplain forest habitats along Mura-Drava-Danube reivers*", Acronym: LIFE RESTORE for MDD, Reference number: LIFE22 NAT/AT/101113557 in the framework LIFE Programme.

At this stage we are conducting market research for some of the project activities. For the purpose of ensuring proper project implementation, we would like to invite your firm to submit a confirmation of interest for the following procurement: **Services of organization of kick-off event LIFE RESTORE for MDD**.

The service should include the professional organization of 3-day project event for up to 80 participants on the territory of the City of Sombor, Serbia according to requirements of LIFE Programme and the project's policies.

Please consider that Candidates (either as individual legal entities or as a consortium) participating in the upcoming public procedure (tender) must fulfill the following **selection criteria**:

**1. Economic and financial capacity of the tenderer:**

- The average annual turnover of the tenderer must exceed the annualized maximum budget of the contract i.e. 10.000,00 EUR divided by the initial contract duration in years, where this exceeds 1 year;

**2. Professional capacity of the tenderer**

- At least 3 staff currently work (full-time or engaged) for the tenderer in fields related to this contract;

**3. Technical capacity of candidate.**

- The tenderer has provided services under at least one contract with a budget of at least that of this contract in similar fields implemented at any moment during the last three years.

The service contract will be implemented during the course of approximately 2 months. Details about Terms of References, deadlines and other details will be communicated by the Contracting Authority during the procurement procedure implementation. Maximum available budget: 10.000,00 EUR.

We look forward to receiving your letter confirming your interest **before 15.00h, 13/10/2023**.

You may submit your answer by Post to the following address:

**Public Enterprise "Vojvodinašume" PETROVARADIN**

**Preradovićeva 2**



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**21131 Petrovaradin**

OR by email to the following email address:

[Vojvodinasume.life2@gmail.com](mailto:Vojvodinasume.life2@gmail.com)

If you decide not to participate in the upcoming procurement procedure, we would be grateful if you could inform us in writing, indicating the reasons for your decision.

Yours  
sincerely,

Ivana Vasić,  
Project manager