



SUBJECT: Invitation to tender for the Provision of Video Recording and Production Services for the Implementation of the Commit2Green Project under the Horizon Europe Programme

PREDMET: Poziv za dostavljanje ponuda za pružanje usluge snimanja i produkcije video materijala za potrebe realizacije projekta Commit2Green iz programa HORIZON Europe

Basis: Consortium Agreement, Network Acronym: C2G; Network Title: Commit2Green, No. 01/13-11 1605/25 dated 26.02.2025. "and the Decision on Exemption from the Application of the Public Procurement Law of Bosnia and Herzegovina, number: 01/13-11-1605-1/25 dated February 27, 2025."

Osnova: Ugovor o konzorciju, Akronim mreže: C2G; Naziv mreže: Commit2Green, br. 01/13-11-1605/25 od 26.02.2025., te Odluke o izuzeću od primjene Zakona o javnim nabavkama BiH, broj: 01/13-11-1605-1/25 od 27.2.2025. godine a u vezi implementacije projekta "Commit2Green" iz programa HORIZON Europe.



Grad Sarajevo
City of Sarajevo

Bosna i Hercegovina
Federacija Bosne i Hercegovine
Kanton Sarajevo
Grad Sarajevo
GRADONAČELNIK

Date:/Datum: 15.10.2025.

Name & address of the entity: / *Naziv i adresa subjekta:* Grad Sarajevo, Hamdije Kreševljakovića 3, 71000 Sarajevo

Our ref:/ Br. nabavke: 01/13-11-4353-5/25

INVITATION TO TENDER FOR / POZIV ZA PODNOŠENJE PONUDE ZA Dear/Poštovani,

I am pleased to inform you that your firm is invited to take part in the single tender procedure for the above contract./ *Sa zadovoljstvom Vas obavještavam da je Vaša kompanija pozvana da učestvuje u postupku nabavke, samo jedna ponuda, za navedeni ugovor.*

The complete tender dossier attached to this letter includes: /*Kompletna tenderska dokumentacija, priložena uz ovaj poziv, uključuje:*

A. Instructions to tenderers and contract notice/ Upute za ponuđače i poziv za nadmetanje

B. Draft Contract: Main and Special Conditions and Annexes /Nacrt ugovora: glavni i posebni uslovi i aneksi

- I. General conditions for service contracts/ *Opći uslovi za ugovore o uslugama*
- II. Terms of reference/ *Projektni zadatak*
- III. Organisation and methodology (to be submitted by the tenderer using the template provided)/ *Organizacija i metodologija (koju ponuđač treba dostaviti koristeći priloženi obrazac)*
- IV. Budget (to be submitted by the tenderer as the financial offer using the template provided) / *Budžet (koji ponuđač treba dostaviti kao finansijsku ponudu koristeći priloženi obrazac)*
- V. Forms and other supporting documents /*Obrasci i drugi prateći dokumenti*

C. Other information:/Ostale informacije:

- I. Administrative compliance grid/ *Tabela za administrativnu provjeru*
- II. Evaluation grid/ *Tabela za evaluaciju*

D. Tender submission form and declaration of honour on exclusion and selection criteria / Obrazac za podnošenje ponude i Izjava časti o kriterijumima isključenja i odabira

For full details of the tendering procedures, please see the **practical guide and its annexes**, which may be downloaded from the following website: <https://wikis.ec.europa.eu/display/ExactExternalWiki/ePRAG>
*/Sve detalje o postupcima nabavke, možete naći u **Praktičnom vodiču i njegovim prilogima**, koji se mogu preuzeti sa sljedeće web stranice: <https://wikis.ec.europa.eu/display/ExactExternalWiki/ePRAG>*

We look forward to receiving your tender which has to be sent no later than the deadline set in point 8 of the Instructions to Tenderers. Please send it to the address and with the requirements given in point 8./ *Radujemo se prijemu vaše ponude koja mora biti dostavljena najkasnije do roka navedenog u tački 8 Uputa za ponuđače. Pošaljite je na adresu koja je navedena u tački 8, zajedno sa zahtjevima koji su tamo opisani.*

By submitting a tender you accept to receive notification of the outcome of the procedure by electronic means. Such notification shall be deemed to have been received by you on the date upon which the contracting authority sends it to the electronic address you referred to in your offer. If you decide not to submit a tender, we would be grateful if you could inform us in writing, indicating the reasons for your decision./ *Podnošenjem ponude prihvatate da primite obavijesti o ishodu postupka elektronskim putem. Smatraće se da ste takvo obavještenje primili na dan kada ga naručilj pošalje na elektronsku adresu koju ste naveli u svojoj ponudi. Ukoliko odlučite da ne podnesete ponudu, bili bismo Vam zahvalni ako biste nas obavijestili pisanim putem, navodeći razloge za svoju odluku.*

Yours sincerely,/ *S poštovanjem,*

MAJOR OF THE CITY OF SARAJEVO

GRADONAČELNIK

Samir Avdić, s.r.