< Date >

< Address of tenderer >

Our ref: 414/HRCAO/2018/ < Letter number >

Dear < Contact name >

**“LOT 3 - Procurement of service for organizing the European Cooperation Day 2018”,**

**Location: eligible area of the Interreg-IPA Cross-border Cooperation Romania-Serbia Programme**

Thank you for participating in the above-mentioned tender procedure where the tender submitted by you has been ranked as the second best tender.

For your information, the Evaluation Committee recommended that the contract should be awarded to …. Your average scores awarded by the evaluators according to the award criteria, as well as those for the selected tender, were as follows:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Rationale** | **Strategy** | **Back-up function** | **Involvement of consortium members** | **Timetable of activities** | **Technical score x 0.80** | **Financial score x 0.20** | **Overall score** |
| Your tender |  |  |  |  |  |  |  |  |
| Selected tender |  |  |  |  |  |  |  |  |

Should the contract not be signed with the notified selected tenderer we reserve the right to notify you of award within the validity period of the tender.

We draw your attention to the legal remedies available to you to contest this decision, explained in section 2.4.15 of the Practical Guide.

Although we have not been able to make use of your services on this occasion, I trust that you will continue to take an active interest in our initiatives.

Yours sincerely,

Anca Lolescu

Executive Director

RO CBC Timisoara