

(Bidders Heading)

To be completed, signed and stamped by the representative of the bidder

**LETTER OF INTEREST**

**CALL FOR SUBMISSION OF OFFERS  
FOR THE PROVISION OF SERVICES  
no. 8423-2016-1**

Att.: Council of Europe Office in Ukraine  
8, Illinska Street, 7<sup>th</sup> entrance, 5<sup>th</sup> floor  
Kyiv, 04070, Ukraine

Dear Sir/Madame,

We, the undersigned, are pleased to express our interest in submitting the offer in reply to the call for the provision of services published by the Council of Europe Project "Continued Support to the Criminal Justice Reforms in Ukraine", funded by the Government of Denmark on 19 February 2016.

Attached please find our proposed budget and other documents as required in the call for submission of offers.

Yours sincerely,

\_\_\_\_\_ *Signature*

\_\_\_\_\_ *Name and function of the Signatory*

\_\_\_\_\_ *Place and date of signature*

Encl.:

- Proposed budget for the provision of services according to the description of expected services attached to the call, clearly indicating the all-inclusive price per unit and total price in EUR and UAH currency, taxes included, as well as validity of the offer;
- Declaration on Exclusion Criteria duly signed and stamped by the applicant;
- Bidder's profile describing experience in the relevant sphere of the provision of conference services and event management.