

CORRIGENDUM of the Request for Proposals

No. RFP/ALB/02/2025

for the provision of

Cleaning services to OSCE Presence in Albania

This corrigendum serves to amend Paragraph 4. Pre-bid meeting and Site Visit of the RFP/ALB/02/2025 document

Subject: “A mandatory pre-bid meeting and site visit has been scheduled at the following address and for the following date:

City	Premises	Date schedule	Time schedule
PRE-BID MEETING			
Albania	Headquarters, Sheshi “Italia”, Mak Albania Hotel, 1 st Floor, 1010, Tirana, Albania	Friday 28 November 2025	09.00-11.00 hrs.
SITE VISIT			

Please provide the name of your company’s representative at procurement-al@osce.org, no later than **26 November 2025 by 15:00 hrs.**

The language of the Pre-bid meeting and Site Visit is English and assistance in Albanian language will be provided when needed (please note that professional translation will not be provided).

Corrigendum: “A mandatory pre-bid meeting and site visit has been scheduled at the following address and for the following date:

City	Premises	Date schedule	Time schedule
PRE-BID MEETING			
Albania	Headquarters, Sheshi “Italia”, Mak Albania Hotel, 1 st Floor, 1010, Tirana, Albania	Friday 02 December 2025	09.00-11.00 hrs.
SITE VISIT			

Please provide the name of your company’s representative at procurement-al@osce.org, no later than **26 November 2025 by 15:00 hrs.**

The language of the Pre-bid meeting and Site Visit is English and assistance in Albanian language will be provided when needed (please note that professional translation will not be provided).

The bid must be received at the below-mentioned address no later than 17:00 on Tuesday, 09 December 2025, in 2 sealed envelopes marked as follows:

CONFIDENTIAL
TENDER – DO NOT OPEN
TECHNICAL PROPOSAL

Reference No.: RFP/ALB/02/2025 - Provision of
Cleaning Services to the OSCE Presence in Albania
Closing Date/Time: 9 December 2025, 17:00 hrs
(CET)

Name of your Company:

CONFIDENTIAL
TENDER – DO NOT OPEN
FINANCIAL PROPOSAL

Reference No.: RFP/ALB/02/2025 - Provision of
Cleaning Services to the OSCE Presence in Albania
Closing Date/Time: 9 December 2025, 17:00 hrs
(CET)

Name of your Company:

Both envelopes in a big one marked as follows:

<p style="text-align: center;">CONFIDENTIAL TENDER – DO NOT OPEN</p> <p>Chairperson, Bid Opening Board OSCE Presence in Albania Sheshi Italia, Mak Albania Hotel, 1st Floor, Tirana, Albania Reference No: RFP/ALB/02/2025 – Provision of Cleaning Services to the OSCE Presence in Albania Closing Date/Time: 9 December 2025, 17:00 hrs (CET)</p> <p>Name of your Company:</p>

Mirela Tesanovic
CFA alternate:



Date: 24.11.2025