**Notification letter**

**< Letterhead of contracting authority >**

< Date >

< Official name of tenderer / candidate /contractor>

<Address of tenderer / candidate / contractor >

Our ref: **HUSRB/23R/21/046-4/IT equipment and software**

Dear < Contact name >,

**Supply of IT equipment and software for the project FeedingFuture, Novi Sad**

We are pleased to inform you that your tender has successfully passed the evaluation for the above contract for the amount mentioned in your tender [, as corrected for arithmetic errors as follows: <…>] and on the basis of the conditions stipulated in the tender dossier. The contract value is [EUR] [<ISO code of national currency> only for indirect management in the following cases: (i) when legal or local constraints exceptionally impose using the national currency; (ii) when needed, for contracts within the imprest component of a programme estimate] <amount>.

Please complete a new financial identification form if your bank account details have changed since those submitted with your tender.

The contract will be sent to you for signature within 15 calendar days following receipt of this notification of award. [The contract must be signed by the two parties by <specify date> at the latest.]

Please take note of the possibility – as described in the instructions to tenderers – that the tender procedure may – under certain circumstances – be cancelled by the contracting authority. In no circumstances will the contracting authority be liable for damages, whatever their nature (in particular damages for loss of profits) or relationship to the cancellation of a tender, even if the contracting authority has been informed of the possibility of damage. The publication of a contract notice does not commit the contracting authority to implement the programme or project announced.

Letters have also been sent today to the unsuccessful tenderers informing them that they may obtain your name, the characteristics and relative advantages of your tender, as well as the overall price of your tender.

Implementation of the tasks may not start before the contract is signed by both parties.

< Add any special instructions as appropriate>

Yours sincerely,

< Name **>**