



REQUEST FOR EXPRESSION OF INTEREST

Event Management for the organisation of the Green Mobility Summit

1. Publication reference

PS/SRV/OMS/005/2024

2. Procedure

Middle value

3. Financing

Ordinary budget of the Transport Community

4. Contracting Authority

The Permanent Secretariat of Transport Community, Beogradjanka building, Masarikova 5/8, 11000 Belgrade

<https://www.transport-community.org/>

5. Type of the contract

Service Contract

6. Contract description

The Secretariat seeks to conclude a service contract for event management which will include event design solutions, concept proposal and production of visuals (event logo, event video, slogan, other graphic solutions such as backdrop, name tags, etc.) and event logistic support (technical equipment and staff for hybrid and live streaming of the event, scene set-up such as backdrop, microphones, translation, organise welcoming and registration of participants).

Event will take place on 6 and 7 June 2024 in Sarajevo, Bosnia and Herzegovina with approximately 200 participants.

7. Indicative budget

Maximum Budget: 22,000.00 EURO

8. Intended timing of launching the procurement

April 2024

9. Legal Basis

Treaty establishing the Transport Community, OJ L 278, 27.10.2017, p. 3.

10. Communication

Interested parties may express their interest in participation electronically at procurement@transport-community.org latest by 14.04.2024 at 12:00h CET. Additional information can be obtained from the



abovementioned address. The procurement documents shall be submitted free of charge to any interested economic operator.

All information regarding procurements are published on [our website](#).