



РЕПУБЛИКА СРПСКА
МИНИСТАРСТВО ПРОСВЈЕТЕ И КУЛТУРЕ
РЕПУБЛИЧКИ ЗАВОД ЗА ЗАШТИТУ КУЛТУРНО-ИСТОРИЈСКОГ И ПРИРОДНОГ
НАСЉЕЂА

Бука Караџића 4/VI, 78000 Бањалука, тел: 051/247-418, факс: 051/247-545 E-mail: rzzzs@blic.net

Број: 07/1/624-045/25

Banja Luka, 19. septembra 2025. godine

Pozivno pismo za dostavljanje ponuda



direktor

Jasna Milešević

Letter of invitation to tender

Subject: Invitation to Submit a Proposal for Participation as an External Associate of the Institute on the Project CultHeRit – “Identifying solutions for labor market imbalances in the cultural heritage sector in the Danube region by improving its accessibility to young professionals””

I am pleased to inform you that you are invited to take part in the [simplified procedure] for the above supply contract. The complete tender dossier includes:

A. Instructions to tenderers

We kindly ask you to submit an offer for participation, as an external associate of the Institute, in the project CultHeRit – “Identification of Solutions for Labour Market Imbalances in the Field of Cultural Heritage in the Danube Region by Improving Access for Young Professionals.”

CultHeRit is an initiative of 13 institutions from 8 countries, co-financed by the Interreg Danube Region Programme. The aim of the project is to identify and test solutions to prevent the brain drain of young talents and professionals in the field of Cultural Heritage (CHIM).

Your tasks, to be completed by the end of Project (June 2026), include the following activities:

- Preparation of periodic reports (every 6 months);
- Definition of an aspirational employment model for cultural heritage institutions;
- Monitoring the work of the Key Stakeholder Group (KSG);
- Preparation of presentations for partner meetings;
- Monitoring the labour market situation in the field of cultural heritage protection.

Reports shall be submitted on a semi-annual basis. The Institute reserves the right to request ad hoc reports if deemed necessary. Reports shall be submitted in both digital and hard copy formats, in Serbian or English.

Two contractors are required, with a total price of €15,000. The evaluation criteria are:

- CV
- Offered price
- Experience in the field of heritage protection (deliver a proof)
- Experience working on EU projects (deliver a proof)
- Level of education (deliver a proof)

Deadline to submit offers September 26 2025

Delivery Location: Institute for Protection of Cultural, Historical and Natural Heritage of Republic of Srpska (rzzzs@blic.net), Vuka Karadžića 4/VI, Banja Luka 78 000

For full information about procurement procedures please consult the practical guide and its annexes, which can be downloaded from the following web page:

<https://wikis.ec.europa.eu/display/ExactExternalWiki/ePRAG>

We look forward to receiving your tender [and the accompanying tender guarantee] which has to be submitted no later than the submission deadline mentioned in the Contract Notice.

By submitting a tender you accept to receive notification of the outcome of the procedure by electronic means. Such notification shall be deemed to have been received by you on the date upon which the contracting authority sends it to the electronic address you referred to in your offer.