

International Organization for Migration, Mission to Ukraine, (IOM) on 25 November 2015 announces a public tender for the supply and deliver of IT equipment for the benefit of State Border Guard Service of Ukraine. The activity is a part of the International Technical Assistance project “Sustainable Reforms of the State Border Guard Service of Ukraine (SUREBU)”, financed by the US Department of State and implemented by IOM.

Bidding procedure will be conducted based on the rules of the International Organization for Migration. Rules, requirements for bidding documentation, Instructions for the participants, Technical specification and standard form of the Supply Agreement can be [downloaded here](#).

[Vendors information sheet](#) and [Code of conduct for supplier](#) can be downloaded here.

The prices in bids should be stated in US dollars bid on DDP-Kyiv Ukraine. Payment shall be processed in an Invoice currency at UN exchange rate at the day of payment (exchange rate can be find at: <https://treasury.un.org/operationalrates/OperationalRates.php>).

One more key requirement is readiness of the company to fully accept the form of IOM model of the Supply Agreement.

Please note due to the software OS Microsoft Windows and Microsoft Office is purchased for the benefit of State Executive Authorities of Ukraine, each item should be included into the Government Open License with the following authorization license numbers:

*Applications - 99990346CAG1805*

*Systems - 99964540BSG1805*

*Servers - 99964541CRG1805*

**Important!** Software licenses for the software must be obtained separately for each computer.

Bids shall be valid for a period of 45 (forty-five) calendar days from the date of the tender submission deadline; it should be clearly stated in the bid.

Delivery dates should not exceed 45 (forty five) calendar days from the Supply Agreement signing date; Earlier delivery terms will be treated as advantage.

Bids evaluation shall be performed by lots.

Prices for hardware, software and services shall be quoted in USD VAT exempt.

If registered in Ukraine, the successful bidder shall indicate in its VAT Declaration the ground for exemption, including the Registration Card number of the project under which goods and services have been procured and the number of the respective international agreement. The taxpayer (seller) shall keep on file: 1) a copy of the Registration Card of the project under which goods and services have been procured bearing the seal of the donor or project executor; 2) a copy of the procurement plan bearing the seal of the donor or project executor; 3) a copy of the contract for goods and services bearing the seal of the project executor (the contract shall mention that the procurement of goods and services is made at the expense of an international technical assistance project and matches the category (type) of goods and services mentioned in the procurement plan).

The bids, which are not compliant to the abovementioned, will not be considered by IOM.

Companies wishing to participate in the tender should submit their bids by 18:00 December 15, 2016. The bid should include copies of companies' statutory documents, State registration certificates, copies of the VAT payer Certificate; Certificate on bank account opening, Certificates of conformity for the equipment (ISO), list or references from the most prominent clients and other documents according to the Instructions to Bidders stated in the Bidding documents.

It is recommended to submit bids in the sealed envelopes to: *IOM, 8, Mykhailivska St., Kyiv, 01001, Ukraine.*

The envelopes shall bear the reference number: *UA1-2016-580 IT equipment for the benefit of the SBGS of Ukraine), Project name: "Sustainable Reforms of the State Border Guard Service of Ukraine (SUREBU)".*

A prospective Bidder requiring any clarification of the bidding documents may notify IOM in writing via email at [iomkiemtenders@iom.int](mailto:iomkiemtenders@iom.int), indicating in the subject line: *Att. Ilona Nastyukha, Bid No. UA1-2016-580, IT equipment for the benefit of the SBGS of Ukraine.* IOM will respond in writing to any request for clarification of the bidding documents, which it receives no later than 5 (five) working days prior to the deadline for the submission of bids.

Written copies of IOM's response (including an explanation of the query but without identifying the source of inquiry) will be published at the IOM website for all prospective bidders.

IOM reserves the right to accept or reject any bids, and to cancel the procurement process and reject all bids at any time prior to award of Contract, without obligation to inform the affected Bidder/s of the ground for IOM action.