



IOM International Organization for Migration
OIM Organisation Internationale pour les Migrations
OIM Organización Internacional para las Migraciones

INVITATION TO BID

No: **UA1-2019-1524**

Date: **19.08.2019**

The International Organization for Migration (IOM) is an intergovernmental organization established in 1951 and is committed to the principle that humane and orderly migration benefits both migrants and society.

In the framework of the of the international technical assistance project implemented by IOM and supported by the international Donor, the IOM Ukraine Bids Evaluation and Awards Committee ("BEAC") now invites interested Bidders to submit bids for *delivery and installation (pilot test site) of equipment for the use of biometric data in the visa process of the Ministry of Foreign Affairs of Ukraine*, in accordance with the Instructions to Bidders and ToR given in Bidding Documents.

Rules, requirements for bidding documentation, instructions for the participants, terms of reference and standard forms may be found at:

<http://iom.org.ua/en/node/2896>

The offered price of the services shall be quoted in **USD, VAT excluded**.

IOM Ukraine reserves the right to reject any or all bids that includes VAT.

The services are to be delivered in the framework of the international technical assistance project, which according to the Resolution of the Cabinet of Ministers dd. 15.02.2002 №153 allows tax benefits, in particular VAT exemption, for the local suppliers as it is required statutorily and in accordance with the Ukraine international treaties.

In calculating the unit prices in United States dollars (USD), Bidders must use the official UN exchange rate indicated in the link: <https://treasury.un.org/operationalrates/OperationalRates.php>.

Payments under the signed Agreement shall be made in the Invoice currency, according to UN operational exchange rate as of the date of payment.

The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and IOM shall be written in English and/or Ukrainian language.

Bids must be valid for a period of *60 calendar days* after the deadline of submission of the bids.

All bids must be placed in sealed envelope with clear markings containing the

Tender number: **UA1-2019-1524**

Project name: *Services on implementing the use of biometrics in the visa system of MFA of Ukraine*

and submit not later than **17:00 (EEST), 16.09.2019** to:

*International Organization for Migration, Mission in Ukraine
The Bids Evaluation and Awards Committee
8, Mykhailivska Street,
Kyiv, 01001
Ukraine*

IOM Ukraine reserves the right to reject any or all bids submitted after the deadline.

Along with sending the hard copy of the original bid, Bidders shall deposit the electronic versions of the bid documents (scan copies) on a free file hosting service (Dropbox, Google Drive, OneDrive, etc. – which does not require registration for downloading) and shall send the link to the folder containing the bid documents to iomkieltenders@iom.int no later than the bid submission due date specified above. The subject line of the e-mail containing the link for the electronic bid download shall clearly indicate the following:

UA1-2019-1524 – [insert full name of the Bidder (no brackets)] – Electronic bid

The Bidders confirm their commitment to accept and sign the standard supply agreement with IOM Ukraine using the Supply Agreement template annexed to this Instruction, which is to be signed with the winning Bidder(s). The supply agreement template is given in the Section III of the Bidding documents.

All Bidders must send their query or any request for clarification through email iomkieltenders@iom.int not later than 3 (three) working days prior to the deadline for the submission of bids. The email must be with subject line

UA1-2019-1524 – [insert Bidder's name (no brackets)] – request for clarification

Written copies of IOM's response (including an explanation of the query but without identifying the source of inquiry) will be published at the country website of the IOM Mission in Ukraine for all prospective Bidders (<http://www.iom.org.ua/en/tenders/current-tenders>).

IOM reserves the right to accept or reject any bid and/or to annul the selection process and/or reject all bids at any time prior to agreement award, without thereby incurring any liability to affected Bidder

Very truly yours,

BEAC Chairperson

IOM is encouraging companies to use recycled materials or materials coming from sustainable resources or produced using a technology that has lower ecological footprints.