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 project, “Support to Migration and Asylum Management in Ukraine”, the Bids Evaluation and Awards Committee (“BEAC”) of IOM Ukraine now invites interested parties (hereinafter referred to as “Applicants”) to submit their pre-qualification documents to pre-qualify and participate in the bidding process for supply and delivery of IT equipment and provision of incidental services of design, installation and integration to the IT infrastructure of the State Border Guard Service of Ukraine, hereinafter referred to as the “Goods and Services”.

Goods and Services are distributed into two separate lots. Interested Applicants may apply for either lot 1 or lot 2 separately, or both lots altogether, with due fulfillment of necessary forms and documents.

Bidders Prequalification Instruction is accompanied with the following annexes:
Annex 1 – Application Cover Letter
Annex 2 - Bidder Prequalification Form
Annex 3 - List of Similar Projects Implemented
Annex 4 - List of Technical Trainings Availed of by Technical Staff
Annex 5 - Vendor Information Sheet
Annex 6 - Client Reference Form
Annex 7 – Code of Conduct for the Suppliers

A complete set of the Bidders Prequalification documents including required annexes can be requested from IOM Ukraine through email. Please send your requests to iomkievtenders@iom.int with subject line “UA1-2019-1619/Request of Prequalification documents”.

The deadline for submission of all Pre-qualification Applications and the required supporting documents shall be 14:00 hours – EEST, 08 October 20191.

1 Deadline for submission of application has been extended due to revision of prequalification instruction as of 23 September 2019.
Applicants shall place the hard copies of their Prequalification Application Document Package in a sealed envelope marked, “Prequalification Application/UA1-2019-1619/Applicant’s company name” and submit them to the address:

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

Applicants shall also submit electronic copies of their Prequalification Applications by depositing the scanned copies of the contents of their Prequalification Application Document Package listed in Article 3.1 in OneDrive or Dropbox and email the link of the file to iomkievtenders@iom.int with subject line, “Submission of Prequalification Application/UA1-2019-1619/Applicant’s company name” on or before 14:00 hours – EET, 08 October 2019.

Applicants may seek clarifications regarding this prequalification process by sending their request for clarification to iomkievtenders@iom.int with subject line, “Clarification Request # (indicate request number)/UA1-2019-1619/Applicant’s company name” not later than 17:00 hours – EEST, 02 October 2019. IOM will respond in writing or by standard electronic means to the said request. Written copies of IOM’s response, including an explanation of the query but without identifying the source of inquiry, will be posted on IOM website for information of all potential Applicants.

Interested Applicants shall submit their preliminary confirmation of participation in tender on e-mail iomkievtenders@iom.int (any form, specifying name and contact details of a contact person) not later than 11:00 hours – EEST, 02 October 2019. The preliminary confirmation shall not be considered as an obligation to participate and may be withdrawn by the bidder any time before the specified deadline of bids submission.

IOM reserves the right to accept or reject any application and to annul the selection process and reject all applications at any time prior to agreement award, without thereby incurring any liability to affected Applicants.

Bids Evaluation and Awards Committee  
IOM Ukraine