



International Organization for Migration (IOM)
The UN Migration Agency

IOM Ukraine
8 Mykhailivska Street, Kyiv, 01001, Ukraine

INVITATION TO BID

No: [UA1-2020-1707](#)

Date: [23.01.2020](#)

Revision date: [31.01.2020](#), [21.02.2020](#)

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.

The IOM Ukraine Bids Evaluation and Awards Committee (“BEAC”) now invites interested Bidders to submit “Bid” for *supply and delivery of armored vehicles for the needs of IOM Mission in Ukraine*, in accordance with Bidding documents, *as revised of 31.01.2020 and 21.02.2020*¹.

The Bidding documents containing rules, requirements for bids, instructions for the Contractors, terms of reference and standard forms may be received by forwarding the correspondent request on e-mail: iomkieltenders@iom.int

The subject line of the request shall be:

UA1-2020-1707 – [insert bidder’s name (no brackets)] – request of the Bidding documents

The following documents must be placed inside the sealed envelope containing the official bid:

- 1) Official Bid (according to template provided in Form-1), signed and stamped;
- 2) Price List (according to template provided in Form-2), signed and stamped;
- 3) Specification of Bid (see template on page 21), including offered product specification of goods correspondent to the requirements provided in Section II of Bidding Document, manufacturer’s datasheets / technical literature / technical documentations etc.;
- 4) Quality certificates and full test reports, proving the Goods’ compliance with the technical specifications of the present Bidding Document and outlined recognized standards;
- 5) Documents confirming the availability of official guarantee maintenance on the territory of Ukraine (Kiev, Kharkiv and Kramatorsk cities, can be confirmed by Contract with local vehicle service stations). *The Bidder should provide full scope of documents confirming capacities of the vehicle service stations, including a) Company Profile, b) Certificate of Registration from government agency in Ukraine or abroad; c) Valid Government Permits/Licenses, including confirmations of Tax Identification Number and local taxes, including value-added tax, issued by respective government agency in Ukraine or abroad; d) Certificates from the Principals (e.g. Manufacturer's Authorization, Certificate of Exclusive Distributorship, any certificate for the purpose, indicating name, complete address and contact details); e) Quality Standard*

¹ *Technical specification of the goods was revised in accordance with Bidding Document revisions as of 31.01.2020. Tender deadline extended for one more week in accordance with Bidding Document revisions as of 21.02.2020.*

Certificates; f) List of Offices/Distribution Centers/Service Centers; g) List of main contracts entered by the Company into for the last 5 years and customers' references.

- 6) Certificates from the Principals (e.g. Manufacturer's Authorization, Certificate of Exclusive Distributorship, any certificate for the purposes, indicating name, complete address and contact details);
- 7) Bid Security (in the form of bank guarantee from a reputable commercial banking institution or from insurance company) (according to template provided in Form-4);
- 8) Vendor Information sheet (given as a separate template), signed and stamped;
- 9) Code of Conduct for Suppliers (template is given separately), signed and stamped;
- 10) Company Profile (including the names of owners, key officers, technical personnel);
- 11) Certificate of Registration from government agency in Ukraine or in a country of registration;
- 12) Bidder's Charter (if available);
- 13) Confirmations of Tax Identification Number and certificate of tax payer, issued by respective government agencies in Ukraine or in a country of tax residence;
- 14) Copy of financial statements (Statement of condition, Profit and Loss Account) for the past 2 years;
- 15) Key customers' references;
- 16) Any other substantial documents relevant to the subject of this tender;
- 17) Bid documents checklist (Form-7).

The quotation shall be submitted in original and should be received either by hand or through mail by the IOM Procurement Unit with office address at

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

not later than **16:00 (EET), 02.03.2020²**, which is considered to be the deadline for bids submission.

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

All quotations must be prepared in USD VAT excluded.

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

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

Very truly yours,

BEAC Chairperson

² *Deadline for submission of bid extended for one more week.*