

# Information meeting

**Supply of IT equipment & software for EUAM Ukraine**

**International open tender procedure**

**EuropeAid/140092/IH/SUP/UA**

**- EUAM-19-06 -**



**Kyiv, 08 August 2019**

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EUAM Ukraine**

# About EUAM



- EUAM HQ -

The **European Union Advisory Mission (EUAM)** Ukraine is a non-executive mission of the EU (operating since 01 December 2014), which aims to assist the Ukrainian authorities towards a sustainable reform of the civilian security sector through strategic advice and practical support for specific reform measures based on EU standards and international principles of good governance and human rights.



> 300 staff members

- **MHQ** (Kyiv)
- Annex building Podil (Kyiv)
- Annex building Illinsky BC (Kyiv)
- Lviv FO
- Odesa FO
- Kharkiv FO

- Field offices -



# Our counterparts

EUAM organizes projects in cooperation with the authorities of the Ukrainian civilian security sector, which is comprised of the agencies responsible for law enforcement and rule of law, e.g.:



# Contract subject

>>> Supply of various IT equipment, software & provision of associated services to EUAM

*What is to be included with the supplied products?*



\*The price of supplied products must include the cost of the marked components.

## *Delivery terms*

**Normal**

≤ 60 calendar days  
from order's  
countersignature

**Rapid**

≤ 15 calendar days  
from order's  
countersignature

# Categories of products

< for detailed specifications see B3. Annex II+III "Technical specifications + Technical Offer" >



# Warranty for equipment

< for details see "Annex to TS" sheet in B3. Annex II+III "Technical specifications + Technical Offer" >

## Types of warranty

### Basic

- applicable to ALL items
- valid for min. 365 calendar days after provisional acceptance by EUAM
- covers defects & damages due to design or materials used to produce
- min. 365 days return to contractor included in the purchase price

### Extended

- applicable to **KEY items**
- valid for min. 365 calendar days after expiry of the basic warranty
- under same or better conditions of maintenance in comparison with the basic warranty

## KEY items



- Desktop LCD monitors (19", 23")
- Desktop LED monitors (19", 23")



- Laptops
- mini Workstation desktops
- PC desktops



- Cyber Security devices



- Servers

# Online catalogue



# Contract structure

**EUAM is not obliged to purchase after this contract is signed.**

**Only Order Forms signed by EUAM will initiate supplies.**

**Framework contract**

**Contractor will not have any exclusive right to provide such supplies to EUAM.**

**EUAM will also be able to order additional equipment currently not included in Technical Specifications (subject to add. quotation)**



# Key contract parameters

## *Starting date*

- the date on which it is signed by the last party

## *Initial validity period*

- until 30 September 2020 inclusively

## *Possible renewal scheme*

- automatically 3 times (1+1+1)

## *Maximum possible duration*

- until 30 September 2023 inclusively

## *Currency of contract & prices*

- EUR;
- Prices shall be fixed until 30 September 2020 inclusively

## *Currency of payments*

- EUR/UAH (depending on residency of contractor);
- (for UAH) Exchange rate: official **NBU** exchange rate EUR-UAH applicable on the date of issuance of the invoice, which shall be the same or subsequent to the date of successful completion of the related tasks

## *Structure of payments*

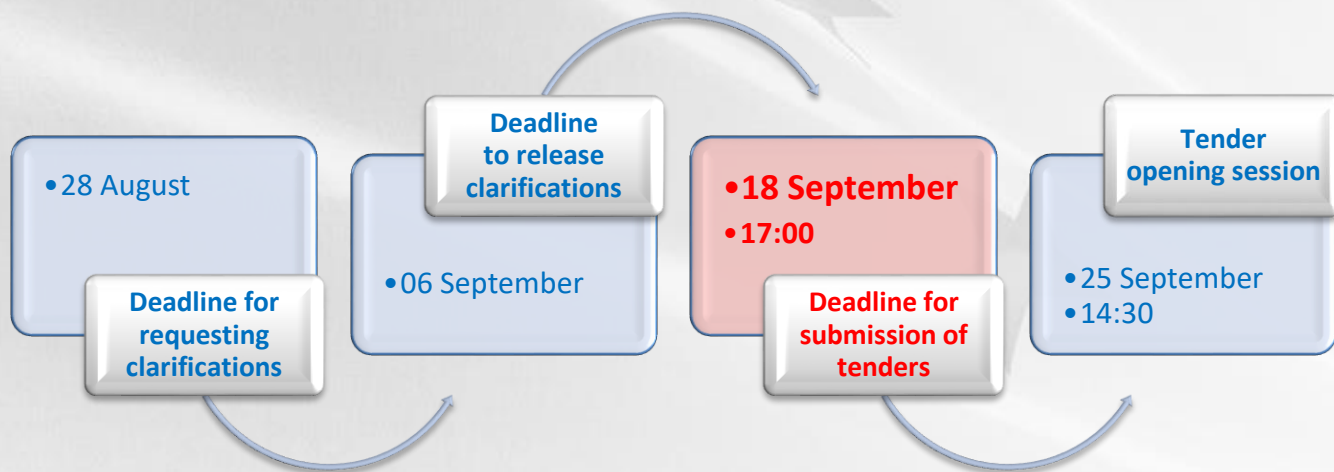
- within **30 calendar days** after receipt by EUAM of an admissible original invoice and signed Provisional Acceptance Certificate (C11) certifying successful delivery of supplies;
- 100% balance payment per batch of equipment / software / services ordered via a specific Order Form

## *Warranty conditions*

- **Basic** contractor's warranty for ALL supplies = min. calendar 365 days after provisional acceptance by EUAM;
- **Extended** warranty for KEY items = min. 365 cal. days after expiry of basic contractor's warranty and under the same or better conditions as the basic

# Key tender dates

< see section 2 of the Instructions to tenderers >



\* All dates refer to 2019. All times are in the time zone of Kyiv, Ukraine

# Contents of tender offer

< see section 11 of the Instructions to tenderers >

## Part 1

### - Technical offer -

#### Technical offer

(part of Annex II+III  
"Technical specifications +  
Technical Offer")

/folder B, template B3/

List of spare parts  
and consumables  
recommended by the  
manufacturer

## Part 2

### - Financial offer -

#### Budget Breakdown

(part of Annex IV  
"Budget Breakdown",  
sheet 1)

/folder B, template B4/

#### Hypothetical scenario

(part of Annex IV  
"Budget Breakdown",  
sheet 2)

/folder B, template B4/

## Part 3

### - Other documents -

**Tender Form  
for a Supply Contract,**  
together with its Annex 1  
**Declaration of honour on  
exclusion criteria and  
selection criteria** /folder D/

**Financial identification form  
(FIF)**

/folder B, template B7/

**Legal entity file (LEF)**

/folder B, template B6/

Description of basic  
warranty' conditions

Description of extended  
warranty' conditions

Description of online  
catalogue solution

Description of freight  
forwarding solutions

Technical description  
of hotline support

Duly authorised signature

# Selection criteria

< see section 16 of the Contract Notice >



## Economic and financial capacity

- The average annual turnover of the tenderer must exceed 3,000,000.00 EUR
- Reference period – last 3 years (2016, 2017, 2018) for which accounts have been closed
- If applying in consortium, this criterion will be applied cumulatively (all members)



## Professional capacity

- Legal and professional capacity to perform the contract tendered for
- At least 5 staff currently work in the field related to this contract
- Reference period – last 3 years from the submission deadline
- If applying in consortium, this criterion will be applied cumulatively (all members)



## Technical capacity

- The tenderer has successfully delivered supplies under at least 3 contracts (the tenderer's proportion shall be greater than 100,000.00 EUR under each of the contracts) in the area of IT equipment, software and ancillary services
- Reference period – last 3 years from the submission deadline
- If applying in consortium, this criterion will be applied cumulatively (all members)

\* Upon request of EUAM, the successful tenderer shall provide documentary evidence of financial & economic standing + technical & professional capacity acc. to the above selection criteria.

# Award criteria

< see section 17 of the Contract Notice and section 20.6 of the Instructions to tenderers >

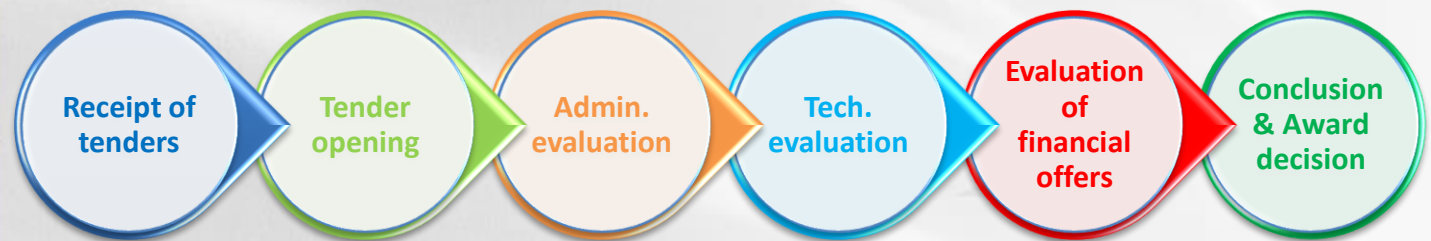
>>> The sole award criterion will be the **price**.

The contract will be awarded to the lowest compliant tender.



*Financial offers of the **technically compliant** tenders will be evaluated and the **lowest price** will be determined **based on the Hypothetical scenario** to be included in the Annex IV Budget Breakdown (“Hypothetical scenario” tab of the template included in the tender dossier as B4. Annex IV Budget Breakdown).*

# Evaluation of tender offers





**Questions?**

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**Thank you!**