EUAM UKRAINE

INFORMATION MEETING

Office Furniture and Household Equipment

EuropeAid/140-354/ID/SUP/UA
EUAM-19-26

Kyiv, 12 July 2019
Local open tender procedure

This tender procedure is not divided into lots.

The language of tender: English.
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Starting date – the date of signature of the contract by the last contracting party.

Contract concluded for a period until 31.05.2023
Possible renewal scheme – automatic 1+1+1
Maximum possible duration – 3 calendar years
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Deadline for requesting clarification from the Contracting Authority:

19th July 2019 at 18:00 by local Kyiv time

Last date for the Contracting Authority to issue clarification:

29th July 2019

Deadline for receiving tenders:

9th August 2019 at 16:00h by Kyiv time

Tender opening session: 16th August 2019 at 15:00h by Kyiv time
Tender opening session

• Date/time: 16th August 2019 at 15:00h Kyiv time
• Location: EUAM Ukraine Annex Building
• Address: 17G (17-r) H. Skovorody Str., Kiev, Ukraine

Number of attendees from each Tenderer is limited to 1 (one) person, prior attendance confirmation shall be sent to tenders@euam-ukraine.eu.

Minutes of the meeting will be available on request.
The price of the supplies shall be that shown on the Financial Offer (Annex IV).

The total maximum contract price shall be EUR ___ (excl. VAT*).

*The contracts signed by the EUAM Ukraine are exempted from all import duties and taxes and VAT.

However, this must in no way be construed as a commitment on the contracting authority to purchase for the maximum amount.

Prices listed in Annex IV, Budget Breakdown, shall be fixed and not subject to revision during the first year of duration of the FWC.
Currency of tender & payments

• Tenders must be presented in euro.
• The currency of tender shall be the currency of the contract.

Payments:
• For Ukraine registered contractor - in Ukrainian Hryvnias, including VAT, with the official exchange rate EUR-UAH as published by the National Bank of Ukraine applicable on the date of issuance of the invoice.
• For a contractor registered outside of Ukraine - in EUR.
Delivery conditions:

- The Incoterms applicable shall be DDP - EUAM Ukraine Logistics Unit, with customs clearance to be done obligatorily in Kyiv customs, to any of the following locations:

<table>
<thead>
<tr>
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<th>Address</th>
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<tbody>
<tr>
<td>1</td>
<td>4V Volodymyrsky Uzviz, Kyiv</td>
</tr>
<tr>
<td>2</td>
<td>8 Illinska Street (Illinsky Business Center), Kyiv</td>
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<tr>
<td>3</td>
<td>17G Grygoriya Skovorody, Kyiv</td>
</tr>
<tr>
<td>4</td>
<td>10/12 Alchevskyh Street, Kharkiv</td>
</tr>
<tr>
<td>5</td>
<td>12A Gnatyuka Street, Lviv</td>
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<tr>
<td>6</td>
<td>7 Kachynskogo/Polska Street, Odesa</td>
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<td>7</td>
<td>Any other location within Ukraine (except ATO area, Crimea and Sevastopol regions) as indicated in the corresponding Order Form</td>
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Warranty:

• The warranty remains valid for one year after provisional acceptance.

• After-sales service

• Maintenance works shall include:
  - surface damage repair including scratches,
  - metal furniture repair including lock replacement or repair,
  - painting of the surfaces,
  - shelves reinstallation/replacement.
Clarification meeting / site visit EUAM-19-26

QUESTIONS?
Good luck with your tender submission!

THANK YOU