

Ukraine: Information and promotion products

Supply of Visibility items for EUAM Ukraine

Contract or concession notice – standard regime

1 Buyer

1.1 Buyer

Official name: European Union Advisory Mission for Civilian Security Sector Reform Ukraine (EUAM Ukraine)

Legal type of the buyer: EU institution, body or agency

Activity of the contracting authority: Public order and safety

2 Procedure

2.1 Procedure

Title: Supply of Visibility items for EUAM Ukraine

Description: The framework contract will cover the supply of both standard visibility items (such as notepads, pens and similar promotional materials) and non-standard or customised items. The awarded contractor shall ensure the timely delivery of high-quality supplies and demonstrate sufficient flexibility to accommodate varying operational requirements throughout the contract duration.

Procedure identifier: a17136c7-62d9-4ee6-8c53-835455a9eae5

Internal identifier: EUAM-26-28

Type of procedure: Open

The procedure is accelerated: no

2.1.1 Purpose

Main nature of the contract: Supplies

Main classification (cpv): 39294100 Information and promotion products

Additional classification (cpv): 30190000 Various office equipment and supplies

Additional classification (cpv): 22000000 Printed matter and related products

Additional classification (cpv): 18000000 Clothing, footwear, luggage articles and accessories

2.1.2 Place of performance

Postal address: 4V, Volodymyrskyi Uzviz

Town: Kyiv

Postcode: 01001

Country: Ukraine

2.1.4 General information

Legal basis:

Other

Regulation (EU, Euratom) 2018/1046 -

2.1.6 Grounds for exclusion

Sources of grounds for exclusion: Procurement Document

5 Lot

5.1 Lot: LOT-0001

Title: Framework contract for the supply of Visibility items for EUAM Ukraine

Description: The subject of the framework contract is the provision and delivery of visibility items. The contract will cover a wide range of promotional goods, branded merchandise, and informational items intended for use in EUAM Ukraine's premises, as well as for EUAM Project needs as part of the International Technical Assistance Project. The framework contract will be assigned for the procurement of new items for newly launched initiatives and campaigns. In addition, it will support visibility and communication needs arising from various operational and project-related activities of the Mission. Delivery of goods and provision of services shall take place on the territory of Ukraine, except the temporarily occupied territories and territories of active military actions. These territorial restrictions may be subject to change during the implementation period of the framework contract, in line with the evolving security and operational context.

Internal identifier: EUAM-26-28

5.1.1 Purpose

Main nature of the contract: Supplies

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5.1.2 Place of performance

Country: Ukraine

Additional information: Delivery of goods and provision of services shall take place on the territory of Ukraine, except the temporarily occupied territories and territories of active military actions. These territorial restrictions may be subject to change during the implementation period of the framework contract, in line with the evolving security and operational context.

5.1.3 Estimated duration

Start date: 01/01/2027

Duration end date: 31/12/2027

5.1.4 Renewal

Maximum renewals: 3

Other information about renewals: The Framework Contract shall be renewed automatically 3 (three) times for period of 1 (one) calendar year, unless one of the Parties receives formal notification to the contrary at least 3 (three) months before the end of the ongoing period. Renewal shall not change or postpone any existing obligations that shall be duly executed. The automatic renewal as stipulated above shall be further conditioned by the following suspension clause (PRAG Section 2.6.12.): - The renewal period from 01 June 2027 onwards shall be subject to the extension of the mandate of the EUAM Ukraine and the signing of one or more Contribution agreements between the European Commission and EUAM Ukraine covering the applicable period. In case of non-renewal of EUAM Ukraine's mandate or lack of signing of the Contribution agreement(s) with the European Commission in the above-mentioned period, the Framework Contract shall be automatically terminated by the Contracting Authority without obligation to respect the above notice. The Contracting Authority reserves the right to conduct a negotiated procedure without prior publication of a contract notice based on point 11.1 (e) of the Annex I to Financial Regulation to increase the ceiling up to a maximum of 50%, if such a need occurs and the respective conditions apply.

5.1.6 General information

Reserved participation: Participation is not reserved.

Procurement Project fully or partially financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): no

This procurement is also suitable for small and medium-sized enterprises (SMEs): yes

5.1.9 Selection criteria

Sources of selection criteria: Notice

Criterion: Average yearly turnover

Description of selection criterion: The average annual turnover of the tenderer over the period of 2023-2024-2025 must be equal to or exceed 150,000 euros

Criterion: Number of managerial staff

Description of selection criterion: The tenderer has at least 2 staff currently working for the tenderer in fields related to this contract

Criterion: References on specified deliveries

Description of selection criterion: The tenderer has delivered supplies under at least one contract, implemented at any moment during the past three years preceding the submission deadline, with a budget of at least EUR 50,000 (within one contract), in the area of visibility items.

5.1.11 Procurement documents

Languages in which the procurement documents are officially available: English

Deadline for requesting additional information: 06/11/2026 16:00 +02:00

Address of the procurement documents: <https://www.euam-ukraine.eu/tenders-2/>

5.1.12 Terms of procurement

Terms of submission:

Electronic submission: Not allowed

Justification for why electronic submission is not possible: Buyer would need specialised office equipment

Description: Tenders must be submitted via e-mail the following email address: tenders@euam-ukraine.eu The tender must include a technical offer and a financial offer, which must be submitted via e-mail. The technical offer and the financial offer should be submitted in password-protected ZIP files. The password for the ZIP files of the technical and financial offer must be sent to the contracting authority after the final date and time of submission of the tenders. Tenderers MUST NOT provide the password to the contracting authority before the submission deadline. Functional mailboxes have in general a size limit of 30MB for a single message including its attachments. In case of large tender documents, the tenderer is permitted to submit them through file sharing platforms like Dropbox, SharePoint, or equivalent. However, the technical offer, the tender submission form including the declaration(s) and the financial offer must be submitted via e-mail, following the above-mentioned instructions. Tenderers must ensure that their submitted tenders contain all the information and documents required by the contracting authority at the time of submission as set out in the procurement documents. The hand-signed original(s) Declaration on Honour on exclusion and selection criteria must only be sent to the contracting authority upon request. Only the samples mentioned in Point 11 of the Instructions to tenderers must be sent to the contracting authority before the deadline for submission of tenders: 27/11/2026 16:00 +03:00. The package must include all requested items and be sent to the following address: The European Union Advisory Mission Ukraine Procurement Section 17-G H. Skovorody Str., Kyiv, 04070 Ukraine Opening hours: 09:00 – 17:30 Kyiv time Contact: +380 674 055675 Samples must be submitted in a sealed box bearing only: a) the above address; b) the reference code of the tender procedure (EUAM-26-28); c) the words 'Not to be opened before the tender opening session'; d) the name of the tenderer.

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Allowed

Deadline for receipt of tenders: 27/11/2026 16:00 +02:00

Duration during which the tender must remain valid: 90 Day

Information about public opening:

Opening date: 30/11/2026 11:00 +02:00

Additional information: The date and venue of the tender opening session is on 30 November 2026 at 11:00 Kyiv time, online via Teams. Tenderers wishing to attend the opening session, are required to send a request by email to tenders@euam-ukraine.eu no later than two working days before the scheduled start of the opening session. A

maximum of two representatives per tenderer may attend. The representatives will receive an invitation to attend the opening session by email. This invitation will include the instructions on how to attend the opening.

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Allowed

Electronic ordering will be used: yes

Electronic payment will be used: yes

5.1.15 Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 Further information, mediation and review

Review organisation: European Union Advisory Mission for Civilian Security Sector Reform Ukraine (EUAM Ukraine)

Organisation providing additional information about the procurement procedure: European Union Advisory Mission for Civilian Security Sector Reform Ukraine (EUAM Ukraine)

Organisation providing more information on the review procedures: European Union Advisory Mission for Civilian Security Sector Reform Ukraine (EUAM Ukraine)

8 Organisations

8.1 ORG-0001

Official name: European Union Advisory Mission for Civilian Security Sector Reform Ukraine (EUAM Ukraine)

Registration number: 100000546

Department: Procurement Section

Postal address: 4V, Volodymyrskyi Uzviz

Town: Kyiv

Postcode: 01001

Country: Ukraine

Contact point: Procurement Section

Email: tenders@euam-ukraine.eu

Telephone: 80445000000

Internet address: <https://www.euam-ukraine.eu/>

Information exchange endpoint (URL): <https://www.euam-ukraine.eu/our-mission/tenders/>

Buyer profile: <https://www.euam-ukraine.eu/our-mission/tenders/>

Roles of this organisation:

Buyer

Organisation providing additional information about the procurement procedure

Review organisation

Organisation providing more information on the review procedures

Notice information

Notice identifier/version: d3d09218-bdbb-481b-ab2e-db251b13915c - 01

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice dispatch date: 20/10/2026 09:42 +00:00

Languages in which this notice is officially available: English