**TERMS OF REFERENCE**

**Request for Bid for
Supply and Delivery of Battery Modules
 for the National Anti-Corruption Bureau of Ukraine
and the State Financial Monitoring Service of Ukraine**

September 2023

# INTRODUCTION

**General overview**

The European Union Anti-Corruption Initiative in Ukraine (EUACI) Phase II is the biggest European Union (EU) support programme in the area of anti-corruption in Ukraine, co-funded and implemented by the Ministry of Foreign Affairs of Denmark on behalf of the EU.

The overall objective of EUACI Phase II is reduction of corruption in Ukraine at the national and local levels. One of its beneficiaries is the National Anti-Corruption Bureau of Ukraine (NABU). NABU is an investigative, law enforcement agency, set up in 2015, whose main mandate is to fight top-level corruption. The State Financial Monitoring Service of Ukraine (SFMS) main task in the anti-corruption area is to analyse the suspicious financial transactions for generating and submitting case referrals to NABU and other law enforcement agencies. The EUACI provides its long-term support in the increasing NABU and SFMS capacity building.

The EUACI is seeking a contractor for supply and delivery of 32 battery units to NABU main office and SFMS main office in Kyiv.

The contracting authority is the Ministry of Foreign Affairs of Denmark, EUACI, hereinafter referred as the Customer.

# OBJECTIVE

The objective of the procurement is to supply NABU and SFMS with 32 battery units (16 for each agency) to strengthen uninterrupted power supply capabilities of their data centres.

# BIDDING DETAILS (INSTRUCTION TO BIDDERS)

The subject of the tender is supply and delivery of battery units to NABU and SFMS main HQs located in Kyiv.

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| **#** | **Description** | **Beneficiary** | **Qty** |
| 1 | Battery Unit | NABU main HQ, Kyiv | 16 |
| 2 | Battery unit | SFMS main HQ, Kyiv | 16 |

Detailed specification of the equipment is provided in Annex 1.

The financial bid shall be submitted in the format provided in Annex 2. Prices must be quoted in EUR, including costs of delivery to the place of destination, all duties and taxes applicable, and excluding VAT.

The financial bid must be accompanied by filled out tables provided in Annex 1, describing technical specifications / manufacturers / particular models of the equipment offered by the Supplier.

The equipment configuration proposed by the Supplier must be included in the bid and must provide the minimum requirements described in Annex 1.

As part of its offer, the bidder must provide a letter of authorization from the manufacturer of the APC Symmetra UPS, or its official representative in Ukraine, which confirms the partnership between the bidder and the manufacturer, or its official representative in Ukraine.

**Payments**

All the payments under the Contract shall be made in UAH (Ukrainian Hryvnia) according to the official NBU exchange rate published on the business day of the invoice issuance by the Supplier.

The Supplier may request 30% of the payment on signing the contract and the remaining 70% will be paid when the entire assignment will be completed. Please pay attention that the EUACI has a VAT exemption as an international technical assistance program.

**Terms of delivery**

* Delivery of the equipment (16 battery units) to: NABU, 3 Vasylia Surykova, Kyiv 03035, Ukraine
* Delivery of the equipment (16 battery units) to: SFMS, 24 Biloruska street, Kyiv 04050, Ukraine
* Delivery timeframe: During 60 days after signing the contract

**How to apply**

The proposals shall be submitted in electronic format only within the below deadline to the email: serkon@um.dk, indicating the subject line “Battery modules for NABU and SFMS”

Any clarification questions for the bid request should be addressed to serkon@um.dk, no later than 11 October 2023, 17:00 Kyiv time.

Deadline for submitting proposals is 18 October 2023, 17:00 Kyiv time.

# BIDS EVALUATION CRITERIA

Bids will be evaluated in accordance with the criteria provided below:

|  |  |  |
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| **#** | **Criteria** | **Weight** |
| 1 | Meets the Technical Specifications (Annex 1) | 20% |
| 2 | Price | 80% |

# TIMEFRAME

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| --- | --- | --- |
| **Task** | **Date** | **Time** |
| Issuing the Request for Bid (this document) | 5 October |  |
| Deadline for submission of bids  | 18 October | 17:00 Kyiv time |
| Evaluation of the bids | 20 October |  |
| Notification of award to the successful Supplier(s) | 20 October |  |
| Signature of the contract(s) | 25 October |  |
| Supply of equipment | 25 October – 25 December |  |

# Annex 1. Technical Specification

* + - 1. Battery Unit:

|  |  |  |
| --- | --- | --- |
| **Item** | **Minimum requirements** | **Specifications offered** |
| **Manufacturer’s name:** |   | *To be filled out by Supplier* |
| **Product type, model:** |   | *To be filled out by Supplier* |
| Battery Unit  | APC Symmetra PX 9Ah Battery Unit, High Performance, SYBTU2-PLP;Height, cm 15.9;Width, cm 10.7;Depth, cm 70;Weight, kg 25.2;Operating temperature 0...40 °C;Compatibility of the proposed battery modules with the APC Symmetra UPS. | *To be filled out by Supplier* |
| Warranty | Manufacturer warranty | *To be filled out by Supplier* |

# Annex 2. Format for the financial bid

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| --- | --- | --- | --- | --- |
| **#** | **Description** | **Qty** | **Rate per unit, EUR****(excl. VAT)** | **Total amount, EUR (excl. VAT)** |
| 1 | Battery Unit | 32 | *To be filled out by Supplier* | *To be filled out by Supplier* |