

REQUEST FOR EXPRESSION OF INTEREST (EOI) FROM POTENTIAL SUPPLIERS (BIDDERS) FOR THE SUPPLY AND DELIVERY OF MOBILE ASC

EOI # UA-NIRAS-EOI-MS-2019-1.03 DATED: 07.03.2019

In compliance with the Delegation Agreement between the Swedish International Development Cooperation Agency (Sida) and the EU Delegation in Ukraine, Sida has the overall responsibility for implementation of the second component of the "U-LEAD with Europe" Programme (C2) that aims at improving accessibility to national, regional and local administrative services through establishment of up to 600 Administrative Service Centres (ASCs) across Ukraine, as well as through development of IT solutions that will enhance exchange of data needed for delivery of the services concerned. The programme (C2) has been divided into an inception phase, implemented from October 2016 through April 2018 and a roll-out phase, launched in March 2018.

The first round of participant's selection was launched on March 1, 2018, within the Roll-Out Phase of U-LEAD with Europe's Support to Improved Administrative Service Delivery. The Roll-Out Phase 2018-2020 focuses on creation and upgrading of up to 600 administrative service centers (ASCs), including the establishment of the information and communication infrastructure of the ASCs, to provide high-quality and accessible services to the population.

The key objective of the Program is to support the creation of the ASCs in the amalgamated territorial communities (hromadas) and in the communities that are in the process of amalgamation. Territorial communities of villages, towns and cities with the number of residents from 5 to 50 thousand can apply for support from this Program as well. There is also an option of submitting of a joint application from several local self-government bodies. The Roll-Out Phase will be carried out in four rounds - each will include cooperation with approximately 150 communities.

All rounds include the following support:

- Institutional support of the ASCs: establishment of the ASCs institutional structure, staff training, raising awareness and inclusion of the citizens;
- Physical support: supply of furniture, office equipment, software, development of the new design of the ASC;
- Special types of assistance that include setting up an electronic queue system and mobile ASCs.

As the result of first round, the applications of 112 hromadas have been accepted.

The NIRAS Sweden AB (NIRAS) is operating according to the signed contract with Sida for the first round.

In the framework of the first round NIRAS invites interested Bidders to submit their Expression of Interest for supply and delivery of Mobile ASC (hereinafter – Goods) in 2019 according to this document.

Please note that this is not a request for proposals. Only potential suppliers with confirmed experience in similar assignments, with relevant experienced staff that provided the above requested information would be considered for pre-qualification and may be subsequently invited to submit their proposals.

NIRAS is under no obligation to invite any potential supplier that has responded to this Expression of Interest to participate in the submission of proposal.

NIRAS reserves the right to accept or reject any or all EOI without assigning the reason.

For more details – see attached Annex-1.

Interested potential suppliers are requested to submit:

I. Signed EOI letter (attached as Annex-2);

II. Completed EOI form (attached as Annex-3);

III. Copy of the registration documents or unique request number for the document formed on <https://usr.minjust.gov.ua/ua/extractsearch> with detailed registration data.

IV. At least one reference letter from former or current customers who were supplied with similar goods and services.

All pages of EOI should be signed by duly authorized person and sealed with company stamp (if any).

The signed and stamped hard copy should be scanned (in color) into one multipage pdf-document.

The file name should be “UA-NIRAS-EOI-MS-2019-1.03-[number].pdf”, where [number] – tax registration number of potential supplier.

Pdf-document with completed EOI forms along with the above listed documents should be submitted by e-mail with the subject clearly marked “UA-NIRAS-EOI-MS-2019-1.03: Request for Expression of Interest for supply and delivery of Mobile ASC” ulead.procurements@niras.com.

Closure date for submission: 15 March 2019, 17:00 (Kyiv time).

Should you have any further queries regarding EOI, do not hesitate to write to:

ulead.procurements@niras.com with the subject clearly marked “UA-NIRAS-EOI-MS-2019-1.03”

Details of request: supply and delivery of Mobile ASC

1.1 Territorial communities who are beneficiaries

6 territorial communities who are recipients of goods:

Oblast	ATC code (KOATUU)	ATC name
Volyn	0720510400	Ustyluh amalgamated territorial community
Khmelnysk	6821810100	Dunaivtsi amalgamated territorial community
Vynnytsa	0510400000	Mohyliv-Podilsky amalgamated territorial community
Dnipropetrovsk	1222655100	Mezhova amalgamated territorial community
Zhytomyr	1824410100	Olevsk amalgamated territorial community
Zaporizhzhia	2321810100	Huliaipole amalgamated territorial community

1.2. Specification of goods for delivery

Detailed requirements for each type of goods are given in table 1.2 below

Table 1.2 - Detailed specification of requirements

ID of goods	Descriptions / Requirements
06.00	Equipped vehicle for mobile ASC. Includes:
06.10	Car – 1unit: Cubic capacity– 2,198 cc Peak output– 125 horse-power Turning torque– 350 Nm 1450 RPM Fuel consumption – 9.2/8.0/7.3 Gearbox – 6-speed Gross vehicle weight – 3,500 kg Bearing capacity– 1,209 kg Freight compartment volume– 15.1 m3 Dimensions of cargo compartment LxWxH – 4,217x1,784x2,025 Clearance – 230 mm Fuel tank – 95 l Rear wheel drive Number of seats – 3 Color – white
06.20	FreshJet 1700 air conditioner installation
06.21	Independent heater AIRTRONIC 12 V with installation
06.22	Installation of combined extract and input ventilation G&C 02-2210
06.23	Installation of Weekender X3500ie generator
06.24	Installation of Multiplus 12/3000/16 Inverter
06.25	Installation of 12V/130Ah helium batteries AGM Deep Cycle Batt
06.26	Installation of switching relay for main and auxiliary batteries Cyrix-ct 12/24V
06.27	Installation of a battery monitor to control the battery BMV-702 9-90 VDC charge status
06.28	Installation of Digital Multi Control 200/200A inverter remote control panel
06.29	Installation of external socket for power network connection 220V Power Inlet 16A
06.30	Installation of Ambutronic 12/24V mobile refrigerator
06.31	Circle extension cord 100 m (with several elements)
06.32	Retractable running board with emergency knob with installation
06.33	Mechanism of automatic door opener with installation
06.34	Marquee (shed) with installation

06.35	Fasteners for equipment
06.36	Installation of extensible ramp (2 units) Feal T 300
06.37	Production and installation of a ceiling
06.38	Production and installation of window openings
06.39	Production and installation of maps
06.40	Production and installation of flooring
06.41	Production and installation of racks W*L*H 460*420*850 mm (with separate lower shelf for integrated "digital suitcase" in one of racks: 400*280*200 mm) – 2 units
06.42	Production and installation of tables W*L*H 550*1,200*21 mm – 2 units
06.43	Folding seat for visitor
06.44	Seats for visitors: seat width is 42 cm, back height is 80 cm – 2 units
06.45	Seats for administrators: W*H 670*970 mm – 2 units
06.46	Glass installation (left side, sliding unit) - cutting window openings; - glass tinting; - glass installation
06.47	Production and installation of curtains
06.48	Vibro-noise-heat insulation of the compartment
06.49	GPS navigator Shuttle PNA-5008 or equivalent
06.50	Dashboard camera Cyclon DVR-105FHD GPS or equivalent
06.51	Electrical installation works: 1. electrical wiring arrangement and layout; 2. installation and connection of lighting devices; 3. installation and connection of sockets and switches; 4. installation and connection of office equipment; 5. connection of combined extract and input ventilation; 6. pre-commissioning activities.
06.52	Additional works/Consumables: 1. inserts and ceiling mounting elements; 2. flooring fixing elements; 3. map fixing elements; 4. corrugated wiring duct for electric cables; 5. self-driving screws; 6. screw bolts; 7. aluminium corner plates.
06.53	GT Radial Maxmiler WT2 235/65/R16 C tire or equivalent – 4 units

The external design of Mobile ASC is described in

<https://tsnap.ulead.org.ua/wp-content/uploads/2018/10/Dosvid-fizychnogo-stvorennya-TSNAP.pdf>

(Chapter 5, pages 85-88).

1.3. Amount of deliveries

There are 6 (six) equipped vehicle for mobile ASC should be supplied to:

ATC code (KOATUU)	ATC name	Quantity
720510400	Ustyluh amalgamated territorial community	1
6821810100	Dunavitsi amalgamated territorial community	1
510400000	Mohyliv-Podilsky amalgamated territorial community	1
1222655100	Mezhova amalgamated territorial community	1
1824410100	Olevsk amalgamated territorial community	1
2321810100	Huliapole amalgamated territorial community	1

1.4. Terms of delivery and related services

Delivery time for the goods and providing the related services (including procedure of certification) is not more than 150 calendar days. The related services that should be provided with the goods shipping are in the Table 1.4 below. The price of all the related services should be included in cost of delivery. No additional payments or fees are allowed.

Table 1.4 - Related services

1	Installation	All the needed assembly/installation/tuning services should be provided by supplier
2	Insurance	The insurance during the all stages of delivery processes is responsibilities of supplier. All defects and problems with goods should be eliminated before transferring goods to the beneficiaries
3	External design providing	Supplier should provide goods with the required design
4	User manual providing	Supplier should provide goods with the user manuals and other instruction provided by the manufacturer
5	Warranty sheet providing	Supplier should provide the sealing and signed warranty sheet with addresses of services centers
6	Certification	Supplier should provide the certificate for the equipped vehicle according to the requirements of Ukrainian laws and regulations

1.5. Basic financial requirements

No prepayments for contract less than 30 000 EUR is foreseen.

For contracts with amount of more than 30 000 EUR the advance payment of not more than 25% is possible. The customer reserves the rights to demand contract (bank) guarantee in this case.

The final payment of each delivery will be done during two weeks after certificate of delivery signing and invoice receiving.

The prices should not include VAT.

Currency of payments is EUR.

Expression of interest

To: NIRAS Sweden AB

Dear Sir/Madam,

We, the undersigned, would like to express our organization's interest in participation in pre-selection for Supply and delivery of Mobile ASC in accordance with NIRAS request for Expression of Interest No. UA-NIRAS-EOI-MS-2019-1.03. We are hereby submitting our EOI containing the following documents:

- Completed EOI Form
- Copy of the registration certificate of the organization;
- Copy of the reference letters from former or current customers.

We understand that this expression of interest does not entail any commitment on the part of NIRAS.

Yours faithfully,

Authorized Signatory: _____

Name and Title of Signatory:

Current date:

Name of potential supplier:

Address:

EOI Form

a. General Information*Please, fill the form below*

1	Name of potential supplier	
2	Registration No. and status of company in Ukraine	
3	Date of Establishment	
4	Working in Ukraine since	
5	Physical Address	
6	Contact Person (principal): Name: Designation: e-mail: phone:	
7	Contact Person (alternate): Name: Designation: e-mail: phone:	

b. Territories of operating*Please indicate the oblasts where your company is ready to deliver goods and services (by selecting one of the following options):**Option 1: All Ukraine;**Option 2: Selected regions: (1) Nord and Center, (2) East and South, (3) West (choose one or two);**Option 3: Selected oblasts (count the name of oblasts)***c. Finance***Describe the financial state of the company and abilities to deliver goods and services without prepayment***d. Implemented projects***Please provide a brief description of similar deliveries successfully provided by your company in Ukraine during the last five years with the budget not less than 40 000 EUR, as per below format (at least 1 example with response letter):*

Order number	
Name of customer	
Location	
Brief description of goods and services	
Actual time of delivery after contract signing, including services (months)	
Contact person(s): name, position, phone, e-mail	
Other important notes	

e. Approach for successful deliveries

Please, briefly describe your model of delivery when the time of delivery should not exceed 5 months since date of contract signing.

f. Other relevant information

Additional/complementary information can be attached as Annex.

Authorized Signatory: _____

Name and Title of Signatory: