

24 Bulvarno-Kudryavska St.,

01054 Kyiv, Ukraine

Tel.: (+380 44) 490-5485

Fax: (+380 44) 490-5489

info@aph.org.ua | www.aph.org.ua

**Technical specification for the supply of charging stations**

**Service customer profile.**

The International Charitable Foundation " Alliance for Public Health " (hereinafter the Alliance) is a leading professional organization that, in cooperation with key public organizations, the Ministry of Health and other government bodies, fights the HIV/AIDS epidemic in Ukraine, managing preventive programs and providing quality technical support and financial resources to organizations on the ground. All these efforts are aimed at achieving universal access to comprehensive HIV/AIDS services in Ukraine and an effective response to the epidemic at the community level, based on the achieved results and best practices. As an independent legal entity, registered in Ukraine since 2003 and after acquiring management independence since January 2009, Alliance-Ukraine shares the values and remains a member of the global partnership of the International HIV/AIDS Alliance (an international charitable organization that unites 30 organizations from different countries, with Secretariat in Hove, Great Britain).

The Alliance's mission is to reduce the spread of HIV infection and AIDS-related mortality and reduce the negative impact of the epidemic by supporting the public response to the HIV/AIDS epidemic in Ukraine, as well as by spreading effective approaches to HIV prevention and treatment in Eastern Europe and Central Asia.

This purchase is carried out by the Alliance as part of the implementation of the project "Improving the cascade of HIV treatment for key population groups through differentiated detection of new cases and involvement in treatment, building the potential of the Public Health Center of the Ministry of Health of Ukraine and strategic information in Ukraine" with the financial support of the Centers of the US Centers for Disease Control and Prevention (CDC), under the US President's Emergency Plan for AIDS Relief (PEPFAR). Project registration card No. 4349-07; in accordance with the Plan for procurement of goods, works and services procured with the funds of international technical assistance.

**1. Product description.**

**1.1.** List of products and services for purchase:

|  |  |  |  |
| --- | --- | --- | --- |
| **Lot №** | **Name** | **Specification** | **Quantity, pc** |
| **1** | Charging station\*  *\*EcoFlow DELTA Max 2000 (DELTA2000-EU)*  ***or an analogue with no worse characteristics*** | * Charges at least 4 devices simultaneously; * Battery capacity from 2016 W/h; * UPS function; * Nominal power 2400 W; * Maximum power **from 3600 W;** * Output signal shape: Pure sine wave * **Outputs: 4 built-in sockets 220 volts, USB Type C, USB Type A, DC**; * Weight up to 30 kg   **Charging options:**   * using a regular electrical outlet * from car charging * using solar panels   **Complete set:**   * Portable power station * Cable DC5521-DC5525 * AC charging cable * User manual * Warranty card   **Optional: Car charging cable. Priority will be given to the set of standard equipment.** | **200** |

**1.2.** The Alliance reserves the right to increase or decrease the purchase volume by +/- 20%.

**2. Product quality. Packaging**.

**2.1.** The product must be from the official manufacturer, new, in the original packaging;

**2.2.** The product quality is standard, determined by the equipment manufacturer.

**3. Terms of delivery.**

**3.1.** Delivery on DAP terms to the address: warehouse (Kyiv region)

**3.2.** The desired delivery date is October 2024. Participants are invited to provide their own forecasts regarding the terms of delivery of the order (see **Appendix № 6** to this Specification);

**3.3.** A warranty card and instructions in Ukrainian must be provided together with the delivery.

**4. Terms of payment**.

* + advance payment - no more than 50% of the total volume of each separate batch of Goods within 10 (ten) working days from the moment of signing the Addendum to the Agreement and providing the corresponding invoice;
  + balance payment - within 10 (ten) working days from the moment of completion of acceptance of the Goods.

**4.1**. A supply contract will be concluded and payments will be made:

* + in hryvnias of Ukraine for residents of Ukraine, which will be the equivalent in US dollars according to the official exchange rate of the National Bank of Ukraine on the day of invoicing for the delivery of each individual batch of Goods;
  + In US dollars for non-residents of Ukraine.

**4.2.** This purchase is carried out by the Alliance as part of the implementation of the project "Improving the cascade of HIV treatment for key population groups through differentiated detection of new cases and involvement in treatment, building the potential of the Public Health Center of the Ministry of Health of Ukraine and strategic information in Ukraine" with the financial support of the Centers of the US Centers for Disease Control and Prevention (CDC), under the US President's Emergency Plan for AIDS Relief (PEPFAR). Project registration card No. 4349-07; in accordance with the Plan for the procurement of goods, works and services procured with the funds of international technical assistance.

**Delivery of this product is exempt from VAT!**

**WARNING! Exemption from payment of VAT in accordance with Article 1 (a) of the Agreement between the Government of Ukraine and the Government of the United States of America on humanitarian and technical and economic cooperation dated 05.07.1992. Thus, payment for Goods delivered on the territory of Ukraine is without VAT. VAT exemption does not apply to the importation of Goods.**

**5. Warranty conditions.**

**5.1.** The product must have a warranty (restoration of performance or replacement in case of failure). Availability of service centers in Ukraine;

**5.2.** The minimum warranty period for restoration of performance (or replacement in case of malfunction) is 1 year.

**6. Organizational requirements.**

**6.1.** A legal entity or an individual entrepreneur registered under the legislation of Ukraine. In the event that the offer will be submitted by one participant, and deliveries will be made on behalf of affiliated entities (for example, a single tax payer) - it is necessary to submit a confirmation letter of such affiliation together with the offer;

**6.2.** A copy of the manufacturer's partnership certificate / Authorization letter from the manufacturer / confirmation letter of the originality of the proposed products.

**7. Tender guarantee.**

**7.1.** A tender guarantee is an obligation of a bank (guarantor), issued at the request of a tender participant (principal), who expressed a desire to participate in the tender and presented his proposals to the tender organizer (beneficiary) to pay the latter the amount specified in the guarantee in the event of: • the tenderer's refusal (withdrawal of the offer) from participation in the tender during the validity period of his tender offer or • after receiving notification that his bid has won, the Bidder (i) does not sign or refuses to sign the supply contract, if required, or (ii) does not provide or refuses to provide a performance guarantee.

**7.2.** Tender guarantees of participants whose bids were rejected are returned within 3 working days, and to the winner after signing the Agreement.

**7.3.** The size of the tender guarantee: 0.2% of the total value of the offer. The warranty period is 120 days.

**7.4.** A typical form of a bank guarantee is provided in **Annex № 2** to the specification.

**7.5.** The participant can also use other formats upon prior agreement with the tender organizer.

**7.6.** If the applicant provides several alternative offers (with different quantities, lots, terms of delivery, etc.), the amount of the guarantee is calculated from the amount of the offer with the highest value.

**7.7.** In the event that the participant does not provide a tender guarantee, his tender offer will be considered as not meeting the conditions of the tender and subject to rejection

**8. Key criteria for evaluation of Tender Applications.**

The Tender offer (together with its annexes) must have and will be evaluated according to the following criteria:

* + compliance with the requirements of the specification
  + the cost of the Goods
  + delivery time
  + complete set
  + warranty conditions
  + proposed terms of payment

**9. Content of Tender Applications:**

Participants must include the following information in their Tender Applications:

* + Copies of registration documents (state registration certificate, tax payer certificate);
  + A copy of the partnership certificate / Authorization letter from the manufacturer / confirmation letter of the originality of the proposed products (in the absence of direct commercial relations with the manufacturer, it is possible to provide an authorization letter from the official representative of the manufacturer);
  + Instructions/technical description of the proposed equipment;
  + Certificate of compliance with technical regulations;

Completed and signed Annexes № 1-6 to the Specification. (appendices №5 and №6 are also requested to be submitted in Word or Excel format).

**The proposal should be sent electronically in encrypted ZIP archives to a separate e-mail box** [tenders@aph.org.ua](mailto:tenders@aph.org.ua)

In the subject of the letter, it is necessary to indicate: Attention: Tatyana Burlai, proposal for the supply of charging stations. Specify in the letter:

|  |
| --- |
| PROPOSAL FOR TENDER  From « \_\_\_\_\_\_» « \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_»  **For the supply of charging stations**  **NOT TO DISCLOSE UNTIL 12:00 PM, September 4th, 2024** |

In parallel with the offer, send a notification about the sending of this offer to the e-mail address: [burlai@aph.org.ua](mailto:burlai@aph.org.ua) «\_\_\_\_\_\_\_\_\_» «\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_» (company name) sent a price offer for the tender for the supply of charging stations \_\_\_\_\_\_ (day) \_\_\_\_\_\_\_\_\_\_\_\_\_(month) in 20\_\_\_\_\_(year) at: \_\_:\_\_\_\_\_ hours

**Annex № 1**

**to the Specification for the supply of charging stations**

**General information**

*Please fill in the table:*

|  |  |  |
| --- | --- | --- |
| 1. | Full name of the company |  |
| 2. | Legal address of the company |  |
| 3. | Actual address of the company |  |
| 4. | Head of the company: position, full name |  |
| 5. | Contact phone number of the head of the company |  |
| 6. | Contact person for submitting the Application |  |
| 7. | Mobile phone number of the contact person |  |
| 8. | E-mail of the contact person |  |

Signed by me, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

holding the position of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/head of the enterprise

on behalf of the company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_ (day) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (month) 20\_\_\_\_\_\_\_\_ (year).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (signature)

**Annex № 2**

**to the Specification for the supply of charging stations**

**Tender guarantee**

**(Example)**

To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*name, address)

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TENDER GUARANTEE №:\_\_\_\_\_\_\_\_\_\_\_

We have been informed that the company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, established under the laws of \_\_\_\_\_\_\_\_\_\_ with the seat of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter the Bidder) submitted an application dated \_\_\_\_\_ 20\_\_\_\_\_\_\_ (Proposal) to participate in the tender for the signing of the contract \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in accordance with the Terms of Tender No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. The terms of the tender provide that any Offer must be supported by a tender guarantee.

At the request of the Tender Participant, we \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of the bank), registered under the laws of Ukraine, with the location of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (legal address of the bank), hereby irrevocably undertake to pay you any sum or sums, which in general do not exceed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ US dollars (in words \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dollars USA) after receiving from you your written demand, in which it will be stated that the Bidder has not fulfilled his obligation(s) because he:

(a) has withdrawn its Offer within the period specified in the Offer form or

(b) after receiving notification that its Bid has been successful, the Bidder fails to sign or refuses to sign the Contract, if required, or fails or refuses to provide a guarantee for the performance of the Contract, in accordance with the Conditions of Tender.

This warranty becomes effective on the date specified above. This warranty expires in full and automatically on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date), regardless of whether it is returned to us after that date. This warranty also expires before the date mentioned if you notify us in writing. Therefore, any written demand by you for payment under this guarantee must be received by us at our premises above on or before that date.

With each payment made under this guarantee, our liability under it will be reduced accordingly.

This guarantee is governed by the Unified Rules on First Claim Guarantees, publication MTP 758. Any dispute regarding this guarantee shall be resolved by the relevant court of Ukraine applying the substantive law of Ukraine

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_ stamp

**Annex № 3**

**to the Specification for the supply of charging stations**

*Kindly ask you to familiarize yourself with the text of the form and submit it in its completed form to the tender organizer.*

***To ICF "Alliance for Public Health"***

Dear ladies and gentlemen,

Our company confirms that it has received the tender documentation from the tender organizer as part of the tender announcement, specifications and annexes to it. After we have carefully and thoroughly read these tender documents, we propose to manufacture and supply the specified goods (list...) in full accordance with the requirements of the said tender documents at the prices specified in our tender offer contained in the annexes.

We undertake, in the event that our company's offer is recognized as the winner, to provide the specified goods in accordance with the conditions specified in the tender documentation.

By submitting our tender offer for consideration, we agree to the validity period of our offer specified in the tender announcement and warrant that our company undertakes to carry out our offer at any time before the expiration of the specified tender offer period.

Until the moment when the contract for the provision of the above-mentioned services is concluded and executed by all parties, this tender offer together with the official confirmation of the ICF "Alliance for Public Health" on receipt of our offer and the notification of the selected tender winner(s) are considered binding on both parties to the agreement.

We understand that ICF "Alliance for Public Health" is not obliged to recognize as the winner of this tender the cheapest from an economic point of view or any of the tender offers received.

We confirm that our company, from a legal and organizational point of view, is able to fulfill the obligations assumed by submitting this tender offer.

Signed by me, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

who holds the position of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (head of the enterprise)

on behalf of the company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_ (number) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (month) 20\_\_\_\_\_\_\_\_ (year).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (signature)

**Annex № 4**

**to the Specification for the supply of charging stations**

On the basis of Article 650-1 of the Civil Code of Ukraine, by signing this form, we confirm the following assurances, which are important for concluding a contract with the Alliance for Public Health ICF:

**1.** The Company (the legal entity that submits this and other documents for participation in the tender is specified below), any of its directors (members of the board of directors), members of the Company, its ultimate beneficial owner/owners, its officials or employees of the Company , or any agent, affiliate or other person acting on behalf of the Company, is not currently subject to US sanctions administered by the Office of Foreign Assets Control of the US Department of the Treasury or the US Department of State, the United Nations Security Council Nations, the European Union, Her Majesty's Treasury of the United Kingdom or other authorized sanctioning body.

**2.** The Company, and/or a member of the Company, and/or the ultimate beneficial owner of the Company are not included in the list of sanctions of the National Security and Defense Council of Ukraine (in accordance with Article 5 of the Law of Ukraine "On Sanctions").

**3.** Personal special economic and other restrictive measures (sanctions) have not been applied to the Company's goods, services and/or works in accordance with Article 5 of the Law of Ukraine "On Sanctions".

**The composition of the final beneficial owners of the tender participant**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the organization/ person's full name** | **Registration code/passport data** | **Registration address** | **Citizenship** | **Is the organization/ person included in the sanctions lists of the USA, the European Union, and Ukraine.** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

*[signature] [position]*

Authorized to sign a commercial proposal for and on behalf of:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_company name]

***Company seal***

**Annex № 5**

**to the Specification for the supply of charging stations**

**Compliance with technical requirements**

**Lot № 1 charging stations**

|  |  |  |
| --- | --- | --- |
| Parameter name | The presence of a function or parameter value, according to the technical task | Specify the characteristics of the proposed product, comments, specify the page number from the manual/technical description |
| Model, brand, country of origin |  | [Specify the model, brand] |
| Charging stations | * Charges at least 4 devices simultaneously; * Battery capacity from 2016 W/h; * UPS function; * Nominal power 2400 W; * Maximum power **from 3600 W;** * Output signal shape: Pure sine wave * **Outputs: 4 built-in sockets 220 volts, USB Type C, USB Type A, DC**; * Weight up to 30 kg   **Charging options:**   * using a regular electrical outlet * from car charging * using solar panels   **Complete set:**   * Portable power station * Cable DC5521-DC5525 * AC charging cable * User manual * Warranty card   **Optional: Car charging cable. Priority will be given to the set of standard equipment.** |  |
| Warranty period, (month): | Warranty period, (month): 12 |  |

Signed by me, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

who holds the position of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (head of the enterprise)

on behalf of the company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_ (number) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (month) 20\_\_\_\_\_\_\_\_ (year).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (signature)

**Appendix № 6**

**to the Specification for the supply of charging stations**

**Price offer for goods**

Each of the participants is invited to form their price offers in the form of the table below.

When filling out the table, pay attention to the following:

**1.** The price of the products is provided on the terms of delivery in accordance with the requirements of **Clause 4** of the specification.

**2.** **The price of the Product must include the cost of the product itself, packaging/container, labeling and delivery.**

**3.** The price is provided:

* + in US dollars;
  + taking into account all appropriate taxes, fees and expenses in accordance with the specified terms of delivery according to the legislation of Ukraine;
  + without VAT in accordance with **points 4.3.**

4. Payments will be made:

* + in hryvnias of Ukraine according to the official exchange rate of the National Bank of Ukraine on the day of invoicing for residents of Ukraine
  + in dollars for non-residents of Ukraine

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Lot № | Position name | Quantity to be purchased, packages | Price per unit, dollar. without VAT | In general,  Dollars without VAT | Expected delivery time after advance payment |
| **1** |  | **200** |  |  |  |

Terms of payment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (specify)

Signed by me, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

who holds the position of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (head of the enterprise)

on behalf of the company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_ (number) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (month) 20\_\_\_\_\_\_\_\_ (year).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (signature)