

## PARTICULARS

The following specific data shall complement, supplement or amend the provisions in **Section I: Instructions to Offerors**. In case there is a conflict, the provisions herein shall prevail over those in **Section I: Instructions to Offerors**.

Relevant Article in Section I: Instructions to Offerors	Particulars
<b>Scope of Proposal</b> (Article 1)	<p>The Services include <b>Establishment of multiple Long Term Agreements for the provision of Design &amp; Engineering Support Services in Ukraine</b> as further described in <b>Section III: Conditions of Contract, Section IV: Schedule of Details, Section V: Requirements</b> and <b>Section VI: Returnable Schedules</b> of this RFP.</p> <p>The title, summary and number of the lots is as follows (if applicable):</p> <p><b>Lot 1: Assessments &amp; Feasibility Study of Infrastructure</b></p> <p><b>Lot 2: Design Services</b></p> <p><b>Lot 3: Design Review Services</b></p> <p><b>Lot 4: Technical Supervision &amp; Construction Supervision</b></p> <p><b>Lot 5: Secondments, Specialist Engineering &amp; Technical Advisory Tasks</b></p> <p><b>Lot 6: WAter Sanitation &amp; Hygiene (WASH)</b></p>
<b>Contact for correspondence, notifications and requests for clarifications</b> (Article 1)	<p>Interested vendors must respond to this tender using the UNOPS eSourcing system, via the UNGM portal. In order to access the full UNOPS tender details, request clarifications on the tender, and submit a vendor response to a tender using the system, vendors need to be registered as a UNOPS vendor at the UNGM portal and be logged into UNGM. For guidance on how to register on UNGM and submit responses to UNOPS tenders in the UNOPS eSourcing system, please refer to the user guide and other resources available at: <a href="https://esourcing.unops.org/#/Help/Guides">https://esourcing.unops.org/#/Help/Guides</a></p>
<b>Interpretation of the RFP</b> (Article 2)	<p>This RFP is conducted in accordance with the applicable provisions of the UNOPS Procurement Manual (the latest version can be accessed on the <a href="#">UNOPS website</a>), and other relevant Operational Directives and Operational Instructions that are referred to in the UNOPS Procurement Manual. In case of contradictions between this RFP and the UNOPS Procurement Manual, the UNOPS Procurement Manual shall prevail.</p>
<b>Offeror Eligibility</b> (Article 4)	<p><input checked="" type="checkbox"/> No nationalities are excluded from submitting a proposal.</p> <p><input type="checkbox"/> An offeror which is of any of the following nationalities is not eligible to submit a proposal: <input type="text"/></p> <p><input type="checkbox"/> Any other requirements: <input type="text"/></p>

<p><b>Clarification of the RFP</b> (Article 8)</p> <p>and</p> <p><b>Amendments to the RFP</b> (Article 3)</p>	<p><input checked="" type="checkbox"/> Requests for clarification from offerors will not be accepted any later than:</p> <p><b>28.04.2025, 18:00 (Ukraine time)</b></p> <p><input type="checkbox"/> Responses to requests for clarification and/or amendments will be sent to offerors that received the RFP directly from UNOPS.</p> <p><input checked="" type="checkbox"/> Responses to requests for clarification and/or amendments will be communicated to offerors by posting responses on the <a href="#">United Nations Global Marketplace (UNGM)</a> under:</p> <p><b>RFP ref. No.: RFP/2025/56863</b></p> <p>Other instructions for accessing responses on the website: or UNOPS eSourcing under the RFP Ref. No.</p>
<p><b>Clarification or Pre-proposal Meeting</b> (Article 9)</p>	<p><input type="checkbox"/> A clarification meeting will not be held.</p> <p><input checked="" type="checkbox"/> Two (2) clarification or pre-proposal meeting will be held as follows:</p> <p><b>1st meeting:</b>  <b>Date:</b> 14/04/2025  <b>Time:</b> 11:00 am (Ukraine time)  <b>Location:</b> Online/Remotely via a meeting link: <a href="https://meet.google.com/gbc-bpoe-kkp">meet.google.com/gbc-bpoe-kkp</a></p> <p><b>2nd meeting:</b>  <b>Date:</b> 24/04/2025  <b>Time:</b> 11:00 am (Ukraine time)  <b>Location:</b> Online/Remotely via a meeting link: <a href="https://meet.google.com/nmb-doas-ywo">meet.google.com/nmb-doas-ywo</a></p> <p><b>Email address to confirm participation and provide details of the offeror's representatives:</b> <a href="mailto:procurement.ua@unops.org">procurement.ua@unops.org</a></p> <p><input type="checkbox"/> Participation in the clarification meeting is mandatory.</p> <p><input checked="" type="checkbox"/> Participation in the clarification meeting is not mandatory but is strongly encouraged to avoid the risk of non-compliant proposals.</p>
<p><b>Location Inspection</b> (Article 10)</p>	<p><input checked="" type="checkbox"/> A Location inspection will not be held.</p> <p><input type="checkbox"/> A group Location inspection will be held as follows:</p> <p><b>Date:</b> <input type="text"/> / <input type="text"/> / <input type="text"/>  <b>Time:</b> <input type="text"/> : <input type="text"/>  <b>Location:</b> <input type="text"/></p> <p><input type="checkbox"/> The Location inspection is mandatory.</p> <p><input type="checkbox"/> The Location inspection is not mandatory but is strongly encouraged to avoid the risk of non-compliant proposals.</p> <p><input type="checkbox"/> Offerors shall notify UNOPS <input type="text"/> [insert number of days] days in advance as to whether or not they intend to participate in the Location inspection and shall give the details of their representatives who will attend.</p>

	<input type="checkbox"/> Offerors may carry out their own Location inspection with the prior written approval of UNOPS.
<b>Content of Proposal Submissions</b> (Article 11)	<p>Offerors shall include the following completed documents in their proposal. The list below is relevant for offerors to document their compliance to the evaluation criteria and matches the list in the <b>Request for Proposal Letter</b>.</p> <p><b>Schedule 0 [RFP Schedules]</b></p> <ul style="list-style-type: none"> <li>• Schedule 0.1 [<i>Proposal Submission Declaration</i>]</li> <li>• Schedule 0.2 [<i>Offeror's Information</i>]</li> <li>• Schedule 0.3 [<i>Joint Venture Partner Information</i>]</li> <li>• Schedule 0.4 [<i>Capacity and Experience</i>]</li> <li>• Schedule 0.5 [<i>Format for Resume of Proposed Key Personnel</i>]</li> <li>• Schedule 0.6 [<i>Statement of Exclusivity and Availability</i>] - NOT USED</li> <li>• Schedule 0.7 [<i>Performance Statement</i>]</li> <li>• Schedule 0.8 [<i>Form for Proposal Security</i>] - NOT USED</li> <li>• Schedule 0.9 [<i>DRiVE Supplier Sustainability Questionnaire</i>]</li> <li>• Schedule 0.10 [<i>Dispute Details</i>]</li> <li>• Schedule 0.11 [<i>Acknowledgement of the Addenda</i>]</li> <li>• Schedule 0.12 [<i>Self-disclosure</i>]</li> <li>• Schedule 0.13 [<i>Proposal/No Proposal Confirmation</i>]</li> <li>• Schedule 0.14 [<i>Proposal Checklist</i>]</li> <li>• Other: <ul style="list-style-type: none"> <li>◆ Narrative or Company Profile/Portfolio.</li> <li>◆ Copies of five (5) engineering services/works contracts relevant to the scope of work of this RFP.</li> <li>◆ Valid Qualification Certificate for each discipline/key expert as required by local legislation and norms. In case of a JV, all JV partners should provide Qualification Certificate.</li> <li>◆ Copy of state registration certificate or equivalent document. In case of a JV, all JV partners should provide state registration documents.</li> <li>◆ Copies of audited financial statements for the last three (3) fiscal years (2022-2024). In case of a JV, all JV partners should provide Financial Statements.</li> </ul> </li> </ul> <p><b>Schedule 1 [Contract Details]</b></p> <ul style="list-style-type: none"> <li>• Schedule 1.2 [<i>Details Provided by the Consultant</i>]</li> </ul> <p><b>Schedule 4 [Contract Schedules from the Offeror]</b></p> <ul style="list-style-type: none"> <li>• Schedule 4.1 [<i>Fees and Reimbursable Cost</i>] <ul style="list-style-type: none"> <li>◆ Schedule 4.1.A [<i>Breakdown of the Fees and Reimbursable cost</i>] - NOT USED</li> <li>◆ Schedule 4.1.B [<i>Daily Rate Schedule</i>] in the form of Annex B - <i>Template Financial Proposal</i></li> </ul> </li> <li>• Schedule 4.2 [<i>Programme</i>]</li> <li>• Schedule 4.3 [<i>Method Statement</i>]</li> <li>• Schedule 4.4 [<i>Key Personnel</i>] in the form of Annex A - <i>Key Experts Matrixes/Tab B</i></li> <li>• Schedule 4.5 [<i>Organizational Structure</i>]</li> <li>• Schedule 4.6 [<i>Sub-consultants</i>]</li> <li>• Schedule 4.7 [<i>Consultant's Equipment and Machinery</i>] - NOT USED</li> <li>• Schedule 4.8 [<i>Insurance Details and Insurances</i>]</li> </ul>

<b>Exclusivity and Availability Statement</b> (Article 12)	<input checked="" type="checkbox"/> Exclusivity and availability statements are not required. <input type="checkbox"/> Offerors shall submit exclusivity and availability statements for all the proposed Key Personnel listed in Schedule 4.4 [ <i>Key Personnel</i> ] in accordance with the form set out in Schedule 0.6 [ <i>Statement of Exclusivity and Availability</i> ].
<b>Proposal Validity Period</b> (Article 14)	<p>From the deadline for proposal submission, the proposal shall remain valid for acceptance by UNOPS for:</p> <p><input type="checkbox"/> Sixty (60) days</p> <p><input checked="" type="checkbox"/> Ninety (90) days</p> <p><input type="checkbox"/> Any other period: _____</p>
<b>Partial Proposals</b> (Article 15)	<p><input type="checkbox"/> Partial proposals shall not be allowed. Offerors must quote prices for the total Services representing the complete requirements under <b>Section V: Requirements</b>. Evaluation will be done for the total requirement.</p> <p><input checked="" type="checkbox"/> Offerors shall be allowed to quote prices for one or more lots identified in <b>Section V: Requirements</b>. However, for each lot included in the partial proposal, offerors must submit a proposal for one hundred (100) percent of the Services specified for the lot and one hundred (100) percent of the quantities specified for each item of the lot. Evaluation will be done per lot.</p>
<b>Alternative Proposals</b> (Article 16)	<p><input checked="" type="checkbox"/> Alternative proposals are not accepted.</p> <p><input type="checkbox"/> Alternative proposals are accepted.</p> <p>Conditions to accept alternative proposals as per the UNOPS Procurement Manual, Section 6.5.2, paragraph (g) are: _____</p>
<b>Proposal Security</b> (Article 17)	<p><input checked="" type="checkbox"/> Proposal security is not required.</p> <p><input type="checkbox"/> Offerors shall submit a proposal security as part of the proposal in the</p> <p><b>Amount:</b> _____</p> <p><b>Currency:</b> _____</p> <p>In the form of:</p> <p><input type="checkbox"/> A bank guarantee as set out in Schedule 0.8 [<i>Form for Proposal Security</i>]</p> <p><input type="checkbox"/> A bond</p> <p><input type="checkbox"/> A demand draft</p> <p><input type="checkbox"/> Cashier's cheques</p> <p><input type="checkbox"/> Irrevocable cheques certified by a bank</p> <p><input type="checkbox"/> Other: _____</p>
<b>Proposal Currency(ies)</b> (Article 18)	<p>Prices shall be quoted in:</p> <p>Currency(ies): <b>USD</b></p>
<b>Duties and Taxes</b> (Article 19)	<p>All proposals shall be submitted net of any direct taxes, including:</p> <p><input checked="" type="checkbox"/> Customs duties</p> <p><input checked="" type="checkbox"/> Indirect taxes, such as sales taxes or VAT</p> <p><input checked="" type="checkbox"/> Taxes on commodities, such as fuel</p> <p><input checked="" type="checkbox"/> The procurement of services is typically performed in the framework of International Technical Assistance.</p> <p>Therefore, the Bid should be prepared without VAT.</p>

	<p><i>The issue of VAT exemption under such transactions is regulated by the Resolution of the Cabinet of Ministers of Ukraine No. 153 dated 15.02.2002 "On the establishment of a single system for attracting, using and monitoring of international technical assistance."</i></p> <p><i>The procedure for registration of such VAT notes is regulated by the article 201 of Section V of the Tax Code of Ukraine and by the Order of the Ministry of Finance of Ukraine No. 1307 dated 31.12.2015 "On approval of the VAT note form and the Procedure for its filling".</i></p> <p><i>The registration card of the International Technical Assistance project and relevant Procurement Plan will be provided to the awarded Consultant upon request.</i></p>
<b>Language of Proposals</b> (Article 21)	<p>All proposals, information, documents and correspondence exchanged between UNOPS and the offerors in relation to this process shall be in:</p> <p><input checked="" type="checkbox"/> English</p> <p><input type="checkbox"/> French</p> <p><input type="checkbox"/> Spanish</p> <p><input type="checkbox"/> Other: _____</p>
<b>Deadline for Proposal Submission</b> (Article 22)	<p>All proposals must be submitted by:</p> <p><b>Time:</b> 10:00 am</p> <p><b>Time zone or city/country:</b> <u>Ukraine</u></p> <p><b>Date:</b> <b>05/05/2025</b></p>
<b>Proposal Submission</b> (Article 23)	<p>Proposals must be submitted as follows:</p> <p><input checked="" type="checkbox"/> Using the UNOPS eSourcing system, via the UNGM portal. In order to access the full UNOPS tender details, request clarifications on the tender, and submit a vendor response to a tender using the system, vendors need to be registered as a UNOPS vendor at the UNGM portal and be logged into UNGM. For guidance on how to register on UNGM and submit responses to UNOPS tenders in the UNOPS eSourcing system, please refer to the user guide and other resources available at: <a href="https://esourcing.unops.org/#/Help/Guides">https://esourcing.unops.org/#/Help/Guides</a></p> <p>In order to facilitate the UNOPS evaluation process, documents within the submission should be named according to the section/form number of this RFP and –where possible– PDF documents should be provided in a format which allows text searches within the document.</p> <p><b>PLEASE DO NOT SEND THE EMAILS WITH YOUR PROPOSAL TO UNOPS OR ANY OTHER EMAIL ADDRESS.</b></p> <p><b>Email submissions are not allowed. Non-compliance to this instruction shall result in rejection of the proposal received.</b></p>
<b>Opening of Proposals</b> (Article 25)	<p><input checked="" type="checkbox"/> Public proposal opening will not be held.</p> <p><input type="checkbox"/> Public proposal opening will be held as per below details:</p> <p><b>Date:</b> ____/____/____</p> <p><b>Time:</b> ____:____</p> <p><b>Venue:</b> _____</p> <p><b>Address:</b> _____</p>

<b>Type of Contract to be awarded</b> (Article 33)	UNOPS will sign the following Contract with the awarded offeror(s): <ul style="list-style-type: none"><li>• Consultant Services Contract for Works: Instrument of Agreement</li><li>• Consultant Services Contract for Works: General Conditions of Contract</li><li>• Consultant Services Contract for Work: Particular Conditions of Contract</li><li>• Consultant Services Contract for Work: Schedules</li><li>• Long Term Agreement</li><li>• Call of Order</li></ul>
<b>Signing of Contract</b> (Article 33)	UNOPS plans to award the Contract by: <b>Date: 30/06/2025</b>