



IOM International Organization for Migration
OIM Organisation Internationale pour les Migrations
OIM Organización Internacional para las Migraciones

INVITATION TO BID

No: **4300159950**

Date: **17.06.2020**

The International Organization for Migration (IOM) is an intergovernmental organization established in 1951 and is committed to the principle that humane and orderly migration benefits both migrants and society.

The IOM Georgia Bids Evaluation and Awards Committee (“BEAC”) now invites interested Bidders to submit “Bid” for *supply and delivery of All-terrain vehicles Toyota Hilux for the Border Police of Georgia*, in accordance with Bidding documents.

The Bidding documents containing rules, requirements for bids, instructions for the Contractors, terms of reference and standard forms may be received by forwarding the correspondent request on e-mail: iomtbilisi@iom.int and momiadze@iom.int. The subject line of the request is given below:

4300159950 – [bidder’s name] – request of the Bidding documents.

Description of Goods	Q-ty	Unit	Related Services Required	Expected Delivery Schedule	Delivery Terms	Delivery Place
All-terrain vehicle Toyota Hilux DIESEL 2,4 TD (ON LEAFSPRINGS)	40	item	official warranty maintenance on the territory of Georgia	Delivery can be made in few stages within 180 calendar days. In the first stage, not less than 10 vehicles must be delivered within 60 days of signing the contract. Under the identical conditions, preference will be given to a company that will provide all vehicles in a shorter period of time.	DAP Tbilisi (INCOTERMS 2010)	12 Tengiz Abuladze first dead-end, Tbilisi, Georgia

The offered price of the Goods and services shall be quoted in **EUR, VAT excluded**.

In calculating the unit prices in EUR, bidders must use the official UN exchange rate indicated in the link: <https://treasury.un.org/operationalrates/OperationalRates.php>.

The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and IOM shall be written in English language.

Bids must be valid for a period of **60 calendar days** after the deadline of submission of the bids.

All bids must be placed in sealed envelope with clear markings containing the

Tender number: **4300159950**

Title: *Supply and delivery of All-terrain vehicles Toyota Hilux for the Border Police of Georgia*

Company: *[indicate company’s name]*

and submitted not later than **16:00 (GMT+4), 31.07.2020** to:

*International Organization for Migration, Mission in Georgia
The Bids Evaluation and Awards Committee
12, Tengiz Abuladze first dead-end,
Tbilisi, 0162, Georgia*

Along with sending the hard copy of the original bid, Bidders shall deposit the electronic versions of the bid documents, including a clear scanned copy of the Bid Security on a file hosting service (Dropbox, One Drive, etc.) and shall send the link of the folder containing the bids to iomtbilisi@iom.int and momiadze@iom.int no later than **16:00 (GMT+4), 31.07.2020**. The subject line of the e-mail containing the link for the electronic bid download shall clearly indicate the following: *4300159950 – [insert full name of the Bidder] – Electronic bid*.

IOM Georgia reserves the right to reject any or all bids submitted after the deadline.

The following documents must be placed inside the sealed envelope containing the official bid:

- 1) Official Bid (according to template provided in Form-1), signed and stamped;
- 2) Price List (according to template provided in Form-2), signed and stamped;
- 3) Specification of Bid, including offered product specification of goods correspondent to the requirements provided in Section II of Bidding Document, manufacturer's datasheets / technical literature / technical documentations etc.;
- 4) Certificates proving the Goods' compliance with the technical specifications of the present Bidding Document and outlined recognized standards;
- 5) Documents confirming the availability of official guarantee maintenance on the territory of Georgia..
- 6) Certificates from the Principals (e.g. Manufacturer's Authorization, Certificate of Exclusive Distributorship, any certificate for the purposes, indicating name, complete address and contact details);
- 7) Bid Security (in the form of bank guarantee from a reputable commercial banking institution or from insurance company) (according to template provided in Form-4);
- 8) Vendor Information sheet (given as a separate template), signed and stamped;
- 9) Code of Conduct for Suppliers (template is given separately), signed and stamped;
- 10) Company Profile (including the names of owners, key officers, technical personnel);
- 11) Certificate of Registration from government agency in Georgia or in a country of registration;
- 12) Confirmations of Tax Identification Number and certificate of tax payer, issued by respective government agencies in Georgia or in a country of tax residence;
- 13) Copy of financial statements (Statement of condition, Profit and Loss Account) for the past 2 years;
- 14) Key customers' references;
- 15) Any other substantial documents relevant to the subject of this tender;
- 16) Bid documents checklist (Form-7).

IOM reserves the right to accept or reject any bid and/or to annul the selection process and/or reject all proposals at any time prior to agreement award, without thereby incurring any liability to affected Bidders.

Very truly yours,

BEAC Chairperson

IOM is encouraging companies to use recycled materials or materials coming from sustainable resources or produced using a technology that has lower ecological footprints.