

TERMS OF REFERENCES

Background

The OSCE Support Programme for Ukraine (SPU) was launched on 01 November 2022 in order to continue to support the Ukrainian Government's reform efforts, provide a platform for continued Ukrainian efforts in implementing OSCE commitments, and to mitigate the increased risks to civilians caused by the war against the country.

Within the Project No. 1102573, "Involving and Supporting Youth in Crisis Management and Post-Conflict Rehabilitation in Ukraine", it is planned to purchase heated electric blankets, heated vests, heated insoles, sleeping bags, tourist camping gas stoves, USB LED lamps, and power banks to equip selected local youth centres and spaces to better support young people in wartime and engage them in crisis management and post-conflict rehabilitation. The Goods will be handed over and uploaded to the State Institution "All-Ukrainian Youth Centre" for further donation to youth centres and youth spaces willing to use the procured equipment to provide services to youth.

OSCE SUSTAINABLE STRATEGY NOTICE

The Contractor shall make every effort to reduce the environmental impact providing the relevant service by using modern equipment.

All the heated electric blankets, heated vests, heated insoles, sleeping bags, tourist camping gas stoves, USB LED lamps, and power banks shall be provided according to the technical specifications and requirements provided below.

Quotations submitted as separate complete LOTs are accepted. Bidder can bid for one or more LOTs.

Quotations are not accepted for partial compliance to any one LOT. Quotations shall be submitted as the following complete LOTs:

LOT I - Supply and Delivery of Heated Electric Blankets, Heated Vests, Heated Insoles, Sleeping Bags, Tourist Camping Gas Stoves;

LOT II – Supply and Delivery of USB LED Lamps, Power Banks.

Evaluation and award will be made separately for each LOT.

LOT I - Heated Electric Blankets, Heated Vests, Heated Insoles, Sleeping Bags, Tourist Camping Gas Stoves.

Technical Specifications:

No.	Item Description & Technical Specifications	Q-ty
1	<p>Heated Electric Blanket</p>	50 pcs
	<div data-bbox="240 414 651 672" data-label="Image"> </div> <p data-bbox="240 696 912 728"><i>*Picture sample is provided for illustrative purpose only</i></p> <p data-bbox="240 748 1161 846">The heated electric blanket shall provide quick warmth and comfort. Intended use: for preheating the bed before sleep, for sleeping in a cold room, for children’s play on the floor.</p> <p data-bbox="240 875 1177 1176"> Size: length - 180 cm, width: 130 cm; Detachable power cord with analogue remote controller; Machine washable at 30°C (after disconnecting the power cord and controller); Easy-to-use 6-level temperature control; Upper fabric: fleece; Lower fabric: plush; Overheat protection; Anti-slip system to prevent the blanket from sliding off the mattress; Power supply: 230V ~ 50/60 Hz. </p> <p data-bbox="240 1211 1182 1339">The blanket shall be made of soft, cozy, and pleasant-to-the-touch material. Should allow washing after disconnecting the power cord and temperature controller. The controller shall allow to select the desired temperature level and provide protection against overheating.</p>	
2	<p>Heated Vest</p>	50 pcs
	<div data-bbox="240 1400 582 1691" data-label="Image"> </div> <p data-bbox="240 1720 912 1751"><i>*Picture sample is provided for illustrative purpose only</i></p> <p data-bbox="240 1771 1182 1832">The heated vest with windproof and water-repellent properties, should provide excellent protection against the cold.</p> <p data-bbox="240 1870 1086 2033"> The vest should generate heat efficiently and features 15 heating zones: <ul style="list-style-type: none"> - 4 heating zones are located at the front (abdominal area); - 2 zones on the shoulders; - 1 zone in the collar; - 8 zones on the back, symmetrically arranged (4 × 4). </p>	

	<p>The heating elements should operate from an external power bank. Recommended power bank specifications: from 10,000 mAh; 5 V). The heating zones should be protected against short circuits and overheating.</p> <p>Heating Modes:</p> <ul style="list-style-type: none"> - Low temperature mode: 35–45°C - Medium temperature mode: 45–50°C - High temperature mode: 50–55°C <p>Outer fabric: 100% polyester with windproof and water-repellent properties Filling: 100% polyester Color: black, or other dark Sizes: S-M-L-XL-2XL**</p>	
3	Heated Insole	100 pcs
	 <p><i>*Picture sample is provided for illustrative purpose only</i></p> <p>USB heated insole, that should provide additional warmth and comfort in cold weather; for use during outdoor activities, work, or walking in low temperatures.</p> <p>Universal size: trimmable to fit EU 35–40 or 41–46; Maximum heating temperature: up to 50°C; Power supply: USB 5V / 2A (power bank not included); Cable length: 145-155 cm; Material: EVA + nylon; Color: black or other dark color.</p>	
4	Sleeping bag	50 pcs
	 <p><i>*Picture sample is provided for illustrative purpose only</i></p> <p>Size: 210 cm long (+/- 10 cm) x 85 cm shoulder (+/- 5 cm) / 58 cm foot (+/- 3 cm); Packed size: 25 x 40 cm (+/- 5 cm); Outer material: Nylon/Polyester DWR (waterproof); Inner material: Polyester Pongee; Filler: Thermolite Quallo 100g/m2 or 150g/m2 x two layers; Weight: No more than 1,7 kg; Temperature range: comfort: -2 °C (+/- 2 °C); limit: -8 °C (+/- 3 °C); extreme: -25 °C (+/- 3 °C); Colour: Olive or other dark colour; Zipper: Right/left;</p>	

	Suitable for four seasons; Hidden inner valuables stash pocket with zipper (if available).	
5	Tourist Camping Gas Stove	50 pcs
	 <p><i>*Picture sample is provided for illustrative purpose only</i></p> <p>Metal: Durable metal body (stainless steel and/or aluminum alloy) with heat-resistant coating; Power: 2000-2300 W; Fuel type: propane/butane, isobutane; Average gas consumption: 150-170 g/hour (or energy-efficient equivalent); Piezo automatic ignition system (no matches required); Adjustable flame control knob; Number of burners: 1; Protection against incorrect cylinder connection; Wind shield or flame protection; Dimensions without packaging: 33 cm (+/- 5 cm) x 28 (+/- 5 cm) x 9 cm (+/- 5 cm); Weight: not more than 2.5 kg (excluding gas cartridge).</p>	

** Tentative distribution of sizes (heated vests), subject to change: S – 10; M – 10; L – 10; XL – 10; 2XL – 10.

REQUIREMENTS:

All Goods and materials to be incorporated into the requested Goods must be new, originally manufactured, unused, and of the most recent or current models, and incorporate all recent improvements in design and materials.

Only products of the original manufacturers shall be offered.

Reports, Time Schedule and Delivery Terms:

The financial report should include original invoices for the services provided and to be submitted not later than 5 days following the delivery of the promo items.

Delivery time: The Goods should be delivered within **15 calendar days** preferably but within **30 days** maximum from the receipt of OSCE Purchase Order, including the time required for obtaining export permit/license, if necessary. The Goods are for donation. In case of need the end-user, certificate will be signed by the Beneficiaries. The Beneficiary is State Institution ‘All-Ukrainian Youth Centre’.

Delivery terms: DDP (Kyiv, Ukraine), INCOTERMS 2020, including unloading.

Delivery of Goods shall be provided in the State Institution ‘All-Ukrainian Youth Centre’, 17 Esplanadna St., Kyiv, (ground floor, no lift).

Warranty: The Goods shall be covered by standard manufacturer’s warranty terms and conditions starting from the date of delivery unless other is specified in technical requirements, but not less than one year from the date of the delivery.

LOT II - USB LED Lamps, Power Banks.

Technical Specifications:

No.	Item Description & Technical Specifications	Q-ty
1	<p data-bbox="260 327 469 360">USB LED Lamp</p> <div data-bbox="260 443 667 651">  </div> <p data-bbox="260 674 932 707"><i>*Picture sample is provided for illustrative purpose only</i></p> <p data-bbox="260 725 1177 927">LED Lamp 3W with Built-in USB Cable and Hook, that provides effective lighting for an apartment, office, or garage. Should allow to be conveniently hung on a chandelier, hanger, or cabinet to ensure optimal light distribution. The LED lamp should easily connect to a power bank, laptop, wall charger, or any device with a USB output via the attached USB cable (power bank not included. Recommended power bank specification: 5V / 2A–2.1A output.)</p> <p data-bbox="260 965 852 1196"> Power: 3W; Voltage: 5V; Color: white, or other light; Provides bright white light; Operates from a power bank; Energy-efficient, consumes power economically; Made of durable, impact-resistant plastic. </p>	100 pcs
2	<p data-bbox="260 1207 596 1240">Power Bank (10,000 mAh)</p> <div data-bbox="260 1256 480 1496">  </div> <p data-bbox="260 1507 932 1541"><i>*Picture sample is provided for illustrative purpose only</i></p> <p data-bbox="260 1559 1182 1895"> Capacity: not less than 10,000 mAh; Battery type: Lithium-polymer or Lithium-ion Material: Fire-resistant plastic, metal or equivalent; Input: 1 x MicroUSB: DC5V/2A; 1 x Type-C: DC5V/2.1A; 1x Lighting: DC5V/2A or more powerful; USB output: 1 x DC5V/2.4A; 1 x Type-C: DC5V/2.4A Cable 2A or more powerful Universal charger with residual charge indicator Size: not more than 140 x 70 x 16 mm; Color: Different colors. </p>	50

3	Power Bank (20,000 mAh)	40
	 <p><i>*Picture sample is provided for illustrative purpose only</i></p> <p>Capacity: not less than 20,000 mAh Battery type: Lithium-polymer or Lithium-ion Chip with multiple protection schemes, over-voltage and over-heat protection LED display for indicating the status of the battery capacity Quick charge QS 22.5W+PD 20W minimum Type C input: DC5V/3A, 9V/2A. 12V/1.5A or more powerful; Type C output; DC5V/3A, 9V/2.22A or more powerful, 12V/1.66A; Dual USB output: DC 4.5V/5A, 5V/3A, 9V/2A, 12V/1.5A or more Powerful; Weight: not more than 500 grams Size: not more than 150 x 75 x 28 mm; Color: Different colors.</p>	

REQUIREMENTS:

All Goods and materials to be incorporated into the requested Goods must be new, originally manufactured, unused, and of the most recent or current models, and incorporate all recent improvements in design and materials.

Only products of the original manufacturers shall be offered.

Reports, Time Schedule and Delivery Terms:

The financial report should include original invoices for the services provided and to be submitted not later than 5 days following the delivery of the promo items.

Delivery time: The Goods should be delivered within **15 calendar days** preferably but within **30 days** maximum from the receipt of OSCE Purchase Order, including the time required for obtaining export permit/license, if necessary. The Goods are for donation. In case of need the end-user, certificate will be signed by the Beneficiaries. The Beneficiary is State Institution ‘All-Ukrainian Youth Centre’.

Delivery terms: DDP (Kyiv, Ukraine), INCOTERMS 2020, including unloading.

Delivery of Goods shall be provided in the State Institution ‘All-Ukrainian Youth Centre’, 17 Esplanadna St., Kyiv, (ground floor, no lift).

Warranty: The Goods shall be covered by standard manufacturer’s warranty terms and conditions starting from the date of delivery unless other is specified in technical requirements, but not less than one year from the date of the delivery.

QUALIFICATIONS OF BIDDER

The Bidder must have minimum three (3) years of relevant business experience in the provision of Goods and related services.

The Bidder must possess all relevant permits, certificates and licences for provision of Goods and associated services in Ukraine as indicated in the Terms of Reference.

Descriptive summary of the company's professional capacity and experience, including a list of services relevant to the subject of this solicitation that were provided to other clients (year/ client/ services) shall be provided within the Quotation. Three (3) customer references with names and contact details: addresses and telephone numbers.

The Bidder must complete Technical Compliance Form providing commentary on the compliance of proposed Goods and services with the technical specifications and requirements and detailed description included. The completed form must be provided within the Bid.

The Bidder should provide a detailed description of the approach to the assignment and plans towards satisfying and supporting the requirements set out in the RFQ, which will outline the proposed stages of services performance and the timeframes.

Liaison Arrangements

The successful Bidder shall nominate Manager who shall be a focal point for the purpose of provision Goods and associated services and co-ordinating them with the OSCE designated contact person(s). They shall have email address and telephone numbers for the purpose of communication with the OSCE.

EVALUATION METHODOLOGY

The applied selection method is *Least-Cost Selection*. As a general rule, only Quotations that are technically acceptable and that provide all the necessary evidence required in the RFQ will be considered for financial evaluation. The Quotations will be evaluated by applying "fail/comply" system according to the following criteria, not necessarily listed in order of priority:

- a) Demonstrated financial and managerial capability for executing the contract (incl. bidder's experience in providing services of similar nature and scale as well as qualification and competence of the proposed personnel).
- b) Demonstrated understanding of the OSCE's need for quality service.
- c) Responsiveness to the RFQ (Terms of Reference).
- d) Cost comparison between responsive proposers. From among all technical acceptable Quotations, the award will be made to the lowest cost bidder.