**COVER LETTER to Tender:** RFPS-UKRA-2018-006/LRPS-2018-9141776

Intent of the present Tender is to conclude Institutional Contract for provision of services**:** Installation of cold rooms for storing health products and pharmaceuticals in the Chernivtsi oblast children’s clinical hospital at the address: Chernivtsi, 207 Ruska St.

Proposers must provide the Technical Proposal and the corresponding Price Proposal in separate closed envelopes with the reference number:

TECHNICAL PROPOSAL\_NAME OF BIDDER\_RFPS-UKRA-2018-006/LRPS-2018-9141776

PRICE PROPOSAL\_NAME OF BIDDER\_RFPS-UKRA-2018-006/LRPS-2018-9141776

**Proposals must consist of:**

1. **Request for Proposal for Services Form** (page 3). Form must be completed and signed. Please note the term of validity of proposal must be correctly indicated (90 days), the Bids offering less than 90 days of validity shall be INVALID. UAH currency must be indicated as a Currency of proposal. Proposals submitted without **Request for Proposal for Services Form** will be INVALIDATED.
2. **Technical and Price Proposals in SEPARATE sealed envelopes**.

* Technical Proposal must be submitted in a SEPARATE envelope and should be in Ukrainian or Russian or English languages. The list of documents comprising the Technical Proposal and Qualification criteria are listed in this Request for Proposal for Services (Part II, para 5, Preparation of offer) and in Annex B – Terms of Reference. NO PRICE INFORMATION SHOULD BE CONTAINED IN THE TECHNICAL PROPOSAL. The Proposal shall be sealed and numerated. The Bidder shall have a copy of the Technical proposal available and shall submit such in case additionally requested by UNICEF.
* Price Proposal must be submitted in accordance with Annex F - Price Proposal Template in a separate sealed envelope. Prices must be indicated in UAH net of VAT.

**SUBMISSION DEADLINE: Monday, 27 August 2018, at 15:00**

**In addition, please note that:**

1. This is a sealed proposal request and you must adhere to the response instructions in the Request for Proposal. In case of discrepancy, the English version shall prevail.
2. Any inquiry for additional information concerning this Request for Proposal must be forwarded by e-mail with the tender number reference RFPS-UKRA-2018-006/LRPS-2018-9141776 at [ukrtender@unicef.org](mailto:ukrtender@unicef.org). The deadline for receipt of any questions is August 22nd, 2018. PLEASE NOTE: no proposals should be sent to these e-mails, otherwise they will be INVALIDATED.
3. Please confirm in writing your participation in the tender by sending a confirming letter on the e-mail: [ukrtender@unicef.org](mailto:ukrtender@unicef.org).
4. Bid conference. Should you identify a need for a bid conference, please inform UNICEF by August 10th, 2018 by e-mail: ukrtender@unicef.org.
5. Proposals shall be sent in sealed envelope in **HARD COPIES ONLY** to: UNICEF Ukraine and dropped into the Tender Box. Address: 28 Instytutska str., Entrance B, Kyiv, 01021, Ukraine. Proposals submitted otherwise (by e-mail, fax, in an opened envelope, or without completed Request for Proposal for Services Form) be INVALIDATED.
6. Only companies (or at least the lead entity in case of joint venture/consortium/association) which are duly registered in Ukraine are eligible for submitting the proposals to this tender