**COVER LETTER to Tender:** LRPS-2019-9146259

Intent of the present Tender is to invite proposals for: Overhauling of 3 oil power transformers: TDN 40000/110 (1 pcs), TRDCN 63000/110 (2 pcs) in the Slavyansk rayon, Donetsk Oblast in Gorihovatka, Mayorske, as fully detailed in the Terms of Reference/Statement of Work attached at Annex B.

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

TECHNICAL PROPOSAL\_NAME OF BIDDER\_ LRPS-2019-9146259

PRICE PROPOSAL\_NAME OF BIDDER\_ LRPS-2019-9146259

**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 (120 days), the Bids offering less than 120 days of validity shall be INVALID. USD currency must be indicated as a Currency of proposal. Proposals submitted without **Request for Proposal for Services Form** will be INVALIDATED. No price information should be contained in the **Request for Proposal for Services Form**
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. Technical Proposal needs to be submitted in accordance with Annex H - Forms for Technical Proposal for tender. 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), Terms of Reference and in Annex H. NO PRICE INFORMATION SHOULD BE CONTAINED IN THE TECHNICAL PROPOSAL. The Proposal shall be sealed and numerated. The Bidder shall submit one (1) hardcopy and one (1) electronic version on CD/flash card of the Technical Proposal in separate sealed envelope.
* **Price Proposal** must be submitted in a SEPARATE envelope in accordance with attached Annex I: Form for Financial Proposal for tender. Prices must be indicated in USD net of VAT.

**SUBMISSION DEADLINE: THURSDAY, 14 FEBRUARY 2019, AT 15:00 KYIV TIME**

**In addition, please note that:**

1. Please confirm in writing your participation in the tender by sending a confirming letter on the e-mail: mandrashek@unicef.org and [d.bulanov@delta.at](mailto:d.bulanov@delta.at)
2. Any inquiry for additional information concerning this Request for Proposal must be forwarded by e-mail with the tender number reference LRPS-2019-9146259 at mandrashek@unicef.org and [d.bulanov@delta.at](mailto:d.bulanov@delta.at). The deadline for receipt of any questions is February 08, 2019. PLEASE NOTE: no proposals should be sent to these e-mails, otherwise they will be INVALIDATED.
3. 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.
4. Proposals shall be sent in sealed envelope in hard copies only to: UNICEF Ukraine and handed to the guard with indication "For tender". 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) as well as submitted after submission deadline shall be INVALIDATED.