



REQUEST FOR QUOTATION (RFQ)
296-2019-UNDP-UKR-RFQ-RPP

All Interested	DATE: June 6, 2019
	REFERENCE: 296-2019-UNDP-UKR-RFQ-RPP

Dear Sir / Madam:

We kindly request you to submit your quotation for **Administration of a Survey and Focus Groups for the "Socio-economic impact of the European Investment Bank Ukraine Early Recovery Programme in target regions"**, as detailed in Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex 2.

Quotations may be submitted on or before **23:59 (Kyiv time) June 20, 2019** and via *e-mail* to the address below:

United Nations Development Programme
tenders.ua@undp.org
Procurement Unit

Quotations submitted by email must be limited to a maximum of **5 MB**, virus-free and no more than 5 email transmissions. *Files larger than 5 MB will not be delivered and therefore the quotation will not be considered.* They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline. *Please ensure that you received an autoreply from above-mentioned e-mail address indicating that the message was received.* Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned services:

Delivery Terms [INCOTERMS 2010]	n/a
Customs clearance, if needed, shall be done by:	n/a
Exact Address/es of Delivery Location/s (identify all, if multiple)	n/a
UNDP Preferred Freight Forwarder, if any	n/a
Distribution of shipping documents <i>(if using freight forwarder)</i>	n/a
Latest Expected Delivery Date and Time <i>(if delivery time exceeds this, quote may be rejected by UNDP)</i>	<input checked="" type="checkbox"/> estimated contract duration: June 2019 – February 2021

Delivery Schedule	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required	
Packing Requirements	n/a	
Mode of Transport	<input type="checkbox"/> AIR <input type="checkbox"/> SEA	<input type="checkbox"/> LAND <input type="checkbox"/> OTHER <i>[pls. specify]</i>
Preferred Currency of Quotation	<input checked="" type="checkbox"/> United States Dollars. Due to fluctuations in the national currency, it is recommended to indicate the price in dollars as risk mitigation measure. <input type="checkbox"/> Euro <input checked="" type="checkbox"/> Local Currency: UAH	
Value Added Tax on Price Quotation	<input type="checkbox"/> Must be inclusive of VAT and other applicable indirect taxes (<i>VAT amount should be clearly indicated in a separate line</i>) <input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes	
After-sales services required	n/a	
Deadline for the Submission of Quotation	23:59, Thursday, June 20, 2019 Kyiv time	
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English and / or <input checked="" type="checkbox"/> Russian and / or <input checked="" type="checkbox"/> Ukrainian	
Documents to be submitted	<input checked="" type="checkbox"/> Duly Accomplished Form as provided in Annex 2 (Tables 1, 2, 3) and in accordance with the list of requirements in Annex 1; <input checked="" type="checkbox"/> Business Licenses (Copies of State/Tax registration documents) and other Certificates (if any). In case a group of experts decides to apply, a letter of affiliation with an officially registered organization (which will be the Contractor in case of contract award) must be provided; <input checked="" type="checkbox"/> Organization's profile (date of creation, area of competence, number of staff/consultants, description of key staff/consultants, website, address and contacts) <input checked="" type="checkbox"/> A list and short summary of previous experience in developing original analytical documents/reports; overall expert/scientific capacity in the area – track record of conducting public opinion/sociological surveys <input checked="" type="checkbox"/> CVs of the intended experts in sociological surveys (each team member) which clearly indicate their experience and skills, as well as certification of their availability if selected for this project <input checked="" type="checkbox"/> 3 reference letters from former clients on similar researches <input checked="" type="checkbox"/> Financial proposal	
Period of Validity of Quotes starting the Submission Date	<input checked="" type="checkbox"/> 60 days In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.	
Partial Quotes	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted	
Payment Terms ¹	<input type="checkbox"/> 100% upon complete delivery <input checked="" type="checkbox"/> Others: The contractor is invited to assess the complexity of work on the implementation by each of these Deliverables, and to offer the customer the preferred percentage of the total proposed value of the contract. Proposed by UNDP payment schedule: First phase 2019 General Workplan submitted and research tools finalized - 20% Questionnaire testing, interviews and focus groups discussion conducted - 40% Analytical Report submitted and approved - 40% Second phase 2020 Interviews and focus groups discussion conducted - 50% Analytical Report submitted and approved - 50% Third phase 2021	

¹ UNDP preference is not to pay advanced amount upon signing of contract. If vendor strictly requires advanced payment, it will be limited only up to 20% of the total price quoted. For any higher percentage, or advanced payment of \$30,000 or higher, UNDP shall require the vendor to submit a bank guarantee or bank cheque payable to UNDP, in the same amount as the advanced payment made by UNDP to the vendor.

	Interviews and focus groups discussion conducted - 50% Analytical Report submitted and approved - 50%
Evaluation Criteria	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance with requirements and lowest price ² <i>Submitted offers will be reviewed on "Pass" or "Fail" basis to determine compliance with the below criteria/requirement/s:</i> Administrative Requirements: <ul style="list-style-type: none"> ✓ Offers must be submitted within the stipulated deadline ✓ Offers must meet required Offer Validity ✓ Offers have been signed by the proper authority ✓ Offers include requested company/organization documentation as mentioned above in "Documents to be submitted section" Technical requirements: <ul style="list-style-type: none"> a) Officially registered company/organization; b) At least 7 years of experience in developing original analytical documents; overall expert/scientific capacity in the area – proven track record of conducting public opinion/sociological surveys. c) Sufficient staff capacity and availability of human resources (i.e. experts) that will ensure due quality and timely implementation of the contract; the team proposed for conducting this survey should include at least team leader/one expert in sociological survey design with experience of at least seven years and advanced graduate degree (MA, MSc, PhD) in social sciences, statistics, mathematics or related fields and professional fluency in English. d) Due quality of previous services: organization will have to provide evidence of the quality of its outputs (reports) and of its overall good reputation through references from former recipients of similar services. <input checked="" type="checkbox"/> Full acceptance of the Contract General Terms and Conditions http://www.undp.org/content/undp/en/home/operations/procurement/how_we_buy/contract_terms/
UNDP will award to:	<input checked="" type="checkbox"/> One supplier <input type="checkbox"/> One or more Supplier, depending on the following factors:
Type of Contract to be Signed	<input checked="" type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Contract for Goods and/or Services
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 days <input checked="" type="checkbox"/> Others Liquidated damages: up to 0.1% of total contract amount per each day of delay may be applied on discretion of UNDP.
Conditions for Release of Payment	<input checked="" type="checkbox"/> Mutual Written Acceptance of Goods/Services based on full compliance with RFQ requirements. Upon provision of originals of invoice, act of acceptance and tax invoice (if applicable).
Annexes to this RFQ	<input checked="" type="checkbox"/> Term of References (Annex 1) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions - Available through the Link: https://www.undp.org/content/dam/undp/library/corporate/Procurement/english/3.%20UNDP%20GTCs%20for%20Contracts%20(Goods%20and-or%20Services)%20-%20Sept%202017.pdf Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process. <input checked="" type="checkbox"/> Contract for goods and/or services (Annex 3)
Contact Person for Inquiries (Written inquiries only)	<i>Procurement Unit</i> <i>UNDP Ukraine</i> <i>procurement.ua@undp.org, +38 044 2539363</i> Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.

² UNDP reserves the right not to award the contract to the lowest priced offer, if the second lowest price among the responsive offer is found to be significantly more superior, and the price is higher than the lowest priced compliant offer by not more than 10%, and the budget can sufficiently cover the price difference. The term "more superior" as used in this provision shall refer to offers that have exceeded the pre-determined requirements established in the specifications.

Goods/services offered shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of UNDP requirements.

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by UNDP. The unit price shall prevail and the total price shall be corrected. If the supplier does not accept the final price based on UNDP's re-computation and correction of errors, its quotation will be rejected.

After UNDP has identified the lowest price offer, UNDP reserves the right to award the contract based only on the prices of the goods/services in the event that the transportation cost (freight and insurance) is found to be higher than UNDP's own estimated cost if sourced from its own freight forwarder and insurance provider.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the quotation. At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods/services, by up to a maximum twenty five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Purchase Order/Contract that will be issued as a result of this RFQ shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a quotation implies that the vendor accepts without question the General Terms and Conditions of UNDP herein attached as Annex 3.

UNDP is not bound to accept any quotation, nor award a contract/Purchase Order, nor be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

Please be advised that UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a purchase order or contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link: <https://www.undp.org/content/undp/en/home/procurement/business/protest-and-sanctions.html>

UNDP encourages every prospective Vendor to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its suppliers to adhere to the UN Supplier Code of Conduct found in this link:

<https://www.undp.org/content/dam/undp/library/corporate/Procurement/english/UN%20supplier%2ocode%20of%20conduct.pdf>

Thank you and we look forward to receiving your quotation.

Sincerely yours,

Sukhrob Kakharov

Mr. Sukhrob Kakharov,
Operations Manager
UNDP Ukraine
June 6, 2019

A.D.

Terms of Reference

Project Title: Ukraine Early Recovery: Programme Implementation Support to Final Beneficiaries, Implementation of the Social Management Plan and Stakeholder Engagement Plan for the Ukraine Early Recovery Programme, under UN Recovery and Peacebuilding Programme

Description of the assignment: Administration of a Survey and Focus Groups for the “Socio-economic impact of the European Investment Bank Ukraine Early Recovery Programme in target regions”

Country/place of implementation: Nine oblasts in Ukraine: Donetsk and Luhansk (government-controlled areas), Kharkiv, Zaporizhzhia, Dnipropetrovsk, Odesa, Kherson, Poltava and Kyiv. Additional information will be provided by UNDP Technical Assistance Team (TA Team)

Duration of the initial contract: June 2019 – February 2021

Expected duration of assignment: up to 21 months

Direct supervisor: UERP UNDP TA Team

I. Preamble

The ongoing conflict in eastern Ukraine has had a direct and highly negative impact on social cohesion, resilience, livelihoods, community security, and the rule of law. Recognizing the need to urgently address reconstruction, economic recovery and peacebuilding needs in areas affected both directly and indirectly by the conflict, in late 2014 the Government of Ukraine requested technical assistance and financial support from the international community to assess priority recovery needs. In late 2014, the United Nations (UN), the World Bank (WB) and the European Union (EU) conducted a Recovery and Peacebuilding Assessment, which was endorsed by the Cabinet of Ministers in mid-2015.

The United Nations Development Programme (UNDP) has been active and present in eastern Ukraine for the past decade, prior to the conflict, with a focus on community development, civil society development, and environmental protection. Work on addressing the specific conflict-related development challenges discussed above built on this earlier engagement, established partnerships, and started in 2015 through the Recovery and Peacebuilding Programme (RPP). The RPP is a multi-donor funded framework programme formulated and led by the UNDP in collaboration with the Government of Ukraine and in cooperation with a number of partnering UN agencies (UN Women, FAO, UNFPA).

The RPP was designed to respond to, and mitigate, the causes and effects of the conflict. It is based on findings of the Recovery and Peacebuilding Assessment (RPA) and is aligned to the State Target Programme for Recovery as well as to the two oblast development strategies up to 2020. It takes into account, the opportunities that have arisen from the Minsk Protocol of September 2014 and the renewal of its cease-fire provisions (the latest cease-fire having been agreed upon in March of 2018) and is also fully adjusted to the humanitarian-development nexus. It is an integral component of the UNDP Country Programme and is, therefore, fully aligned with the United Nations Partnership Framework (UNPF). It is closely interlinked with the Democratic Governance and Reform Programme, operating nationally and in all of Ukraine's regions, and is consistent with the SDGs, in particular SDG 16 (Peace, Justice and Strong institutions).

The Programme's interventions are grouped under the following key Programme components, which reflect the region's priority needs:

Component 1: Economic Recovery and Restoration of Critical Infrastructure

Component 2: Local Governance and Decentralization Reform

Component 3: Community Security and Social Cohesion.

The Programme, which operates on the basis of a pooled funding arrangement, follows a multi-sectoral programme-based approach and is implemented using an area-based methodology. It is a unifying interventions framework for 9 projects funded by 10 international partners and is worth about 58 million USD.

The European Investment Bank (EIB) entered into a Loan Agreement with the Government of Ukraine on the 22nd of December 2014 and has provided, through the Ukraine Early Recovery Programme (UERP), a multi-sector framework loan with a total amount of EUR 200 million in the government-controlled areas of Donetsk and Luhansk oblasts and the neighboring oblasts of Kharkiv, Dnipropetrovsk and Zaporizhzhia. The agreement supports reestablishing and improving public service delivery (water and sanitation, electricity, district heating), repairing connection roads, refurbishment of damaged public buildings, including administrative buildings, schools and pre-school facilities, health centers and hospitals and other social infrastructure. The project also focuses on specific municipalities in other oblasts that are hosting significant influxes of Internally Displaced Persons (IDPs) to help addressing the increased pressure on social infrastructure and sheltering. The ultimate goal of the Programme is to ensure decent living conditions for displaced people and host communities in these areas. In 2019 UERP implementation has been expanded into four additional oblasts of Ukraine – Odesa, Kherson, Poltava and Kyiv (except city of Kyiv).

The final beneficiaries (FBs) of the EIB UERP framework loan are regional and municipal administrations, self-government bodies and publicly owned enterprises (with the exclusion of private beneficiaries such as private-owned utilities services) operating in the affected areas.

The EIB also signed a Technical Assistance Cooperation Agreement with the Ministry of Regional Development, Construction and Housing, and Communal Services (MRD) on the 16th of December 2016. Under this agreement, the UNDP will help monitor the implementation of projects (further referred to as sub-projects) selected for financing under UERP, at different stages of their project cycle. UNDP will also help to develop capacities for planning, contracting, procurement, social mitigation and local governance of FBs of the UERP.

The UERP loan framework is being implemented through separate tranches for which the specific sub-projects are being selected by the MRD and EIB and financed after proper tender procedures. For the current period 5 UERP sub-projects have been fully completed, more than 70 sub-projects are in active construction phase and more than 300 sub-projects will be implemented till March 2021 in nine target regions.

During July 2015 – March 2018 the International Renaissance Foundation (IRF) was implementing the project on “Expert Support to the Ukraine Early Recovery Project” with the funding from the European Union. The overall objective of this project was to enhance the EIB UERP contribution to strengthening of social cohesion and inclusion in Ukraine and facilitate community participation, transparency and accountability of the UERP implementation by means of building stakeholder engagement and communication models, developing capacity of local civil society and the authorities to work together on social reconstruction and recovery projects; and making recommendations for mitigating any social risks related to possible tensions between IDPs and the host communities. It was pursued by means of developing and rolling out a Social Management Plan (SMP) and Stakeholders Engagement Plan (SEP). The target regions/communities for the SMP and SEP piloting were Kharkiv, Bahmut (Donetsk oblast) and Severodonetsk (Luhansk oblast).

IRF was in close contact with the UNDP TA Team during the active phase of the project. The focus of cooperation was on sharing IRF’s methodologies and data used in the production and rollout of the social management and stakeholders engagement plans in the selected municipalities of the UERP. IRF presented the stakeholder analysis findings, helping to establish connections between the new UNDP TA Team and local partners and stakeholders, and communicated its approach to building capacity of local stakeholders, facilitating information sharing, and developing a grievance mechanism.

At the current stage of its activities, the UNDP TA Team is supporting the implementation of the Social Management Plan (SMP) and Stakeholder Engagement Plan (SEP) by FBs in UERP target regions. It will ensure compliance of the UERP’s implementation with EIB Environmental and Social Standards, foster stakeholders engagement and accountability through communication and participatory monitoring of the UERP sub-projects, build local capacity for participatory planning, implementation and monitoring of recovery projects and to address other development issues facing local communities and, in particular, the vulnerable groups.

UNDP has undertaken to carry out a series of annual sociological researches which aim to monitor the dynamics of changes of life conditions, social and economic vulnerability and measure the impact of UERP operations. It will reflect opinions and attitudes of the population in local communities and IDPs with regard to access to and level of satisfaction by the provision of public and social services, changed in course of UERP implementation, level of trust to the central and local government authorities, self-government bodies, media, NGO sector and others. For this purpose, it seeks to hire a **qualified company** (further referred to as Contractor) **to conduct three consecutive representative multi-component sociological surveys and focus groups.**

II. Main Goal and Objectives

This assignment will allow to periodically assess the socio-economic impacts of the UERP sub-projects implemented within UERP tranches as well as conflict sensitivity in target communities and provide UNDP TA Project with reliable data on these questions.

Specific objectives of the services are to:

1. Evaluate the level of awareness of local population and other stakeholders about the UERP, efforts undertaken by the EIB, MRD and UNDP TA Team within it as well as their social impacts. It should also include, but not be limited to, information related to the social management component of the UERP:
 - Percentage of local population familiarized with the EIB UERP activities and its results;
 - Percentage of local stakeholders (FBs, contractors, etc.) familiarized with the EIB Environmental and Social Standards;
 - Percentage of FBs who consider their sub-projects completed in compliance with the EIB Environmental and Social Standards;
 - Percentage of FBs implemented SMP and SEP within UERP sub-projects;
 - Percentage of FBs implemented Social Needs and Risks Assessment for local communities, including needs of vulnerable groups;

- Percentage of FBs and local stakeholders stating their commitment to UERP sub-projects successful implementation;
 - Level of FBs' and local stakeholders' awareness and support for participatory planning, implementation and monitoring of recovery projects
2. Evaluate the life situation of local population, locals' and IDPs' needs and problems, their experience in interacting with government institutions and self-government bodies, relationships with host communities and other IDPs, self-identification, sources of assistance, etc., with gender and age disaggregated data, including, but not limited to:
- Improvement of life situation of local communities in general;
 - Level of inclusion of IDPs in the life of hosting communities, interaction with locals;
 - Percentage of IDPs who do not plan to return to permanent place of residence;
 - Level of competition for access to public and social services in communities in conflict-affected areas /based on: housing, jobs, admission to healthcare facilities, admission to government institutions, admission to schools and kindergartens, state and other assistance to the vulnerable groups/;
 - Percentage of IDPs who do not need any assistance in host communities;
 - Opportunities for and level of participation of local communities' representatives in decision making processes in local government and self-government bodies

These objectives will be achieved by conducting three consecutive multi-component sociological surveys among representatives of the **two following target groups**:

1) general population of target regions, including IDPs and representatives of other vulnerable groups (disabled people, elderly etc.);

2) UERP final beneficiaries, administrations of local hromadas, non-governmental and civil society organizations (NGOs/CSOs), contractors, other community-based UERP stakeholders and media representatives in target regions.

UNDP TA Team will provide Contractor with the list of preferred locations (cities/towns, hromadas) and possible representatives in target regions to conduct services.

The services design and workplan should allow to **evaluate the change of perception of the situation in time** (during two consecutive years – till the beginning of 2021) by a set of specialized methods, provided by the Contractor and approved by UNDP TA Team.

III. Scope of Work and Expected Outcomes

The Contractor will thus be responsible for **designing and conducting three representative surveys** among the above-mentioned target groups in the nine UERP target regions and **reporting on the data collected**. The Contractor also will **provide inputs to the methodology**, including number and wording of questions and sampling; **test the draft questionnaires** and **provide feedback** to UNDP TA Team.

For this, the Contractor will undertake the following activities:

a) **Development of the research methodology, draft questionnaires, including interview templates, and agenda drafts for focus groups discussions**

- a. *General population survey*: A total number of least 600 personal or phone interviews with local population, including IDPs and representatives of other vulnerable groups, should be conducted within every phase of research in all target regions. Number of respondents in each exact location will be identified by the Contractor. The sample size will have to be reviewed and refined, if necessary, by the Contractor. The most relevant sampling method will have to be identified/justified by the Contractor and approved by UNDP TA Team.
- b. *Survey of FBs, NGOs/CSOs, local stakeholders*: The personal or phone interviews should be conducted with at least 150 representatives of FBs, 50 NGOs/CSOs, 25 contractors; 18 representatives of local media and 45 representatives of local stakeholders from target regions: local councils deputies, administration/personnel of establishments, where construction works are or have been carried out, administration of hromadas, etc. UNDP TA Team will agree with Contractor a specific list of FBs, NGOs/CSOs, contractors and other stakeholders needed to be interviewed. The sample size and location of respondents will have to be reviewed and refined, if necessary, by the Contractor. The most relevant sampling method will have to be identified/justified by the Contractor and approved by UNDP TA Team.
- c. *Focus groups with local sub-project implementers and stakeholders*: The total number of focus groups is 12 per one annual survey with at least 1 focus group to be conducted in each target region where UERP sub-projects are being implemented. UNDP TA Team will agree with Contractor specific locations where focus groups should be conducted. The possible areas/issues to be discussed with participants should relate, but

not be limited to technical, financial, anti-corruption, social and environmental aspects of UERP implementation. The focus groups detailed agendas drafts will have to be reviewed and refined, if necessary, by the Contractor and approved by UNDP TA Team. UNDP TA Team will also agree with Contractor a specific list of FBs and other stakeholders, including IDPs and representatives of other vulnerable groups, needed to be invited to focus groups discussions. The size of focus groups will have to be reviewed and refined, if necessary, by the Contractor.

b) **Consultations over the questionnaires, list of focus groups participants and focus groups agendas with UNDP TA Team experts and their finalization.** A preliminary list of questions attached to this ToR (**Annex A**) is provided for indicative purposes and to be considered by the Contractor during preparation of draft questionnaires. The final number and the wording of the questions will have to be approved by the UNDP TA Team representative (Stakeholders Engagement Specialist). The lists of participants and detailed agendas for focus groups discussions will have to be approved by the UNDP TA Team representative (Stakeholders Engagement Specialist).

c) **Testing the questionnaire and conducting interviews among the above-mentioned target groups.** Testing of the questionnaires should be conducted on at least 20-25 persons out of the future respondents (at least 10 persons from each target group). Proposals to the UNDP TA team should be provided (if any). The preferred interviewing technique feasible in the context of this survey will have to be identified/justified by the Contractor and approved by the UNDP TA Team representative (Stakeholders Engagement Specialist).

After piloting the questionnaires, it is expected that the surveys will be conducted in phases according to the next schedule (tentative):

- 1) First phase (2019) – between 1 July and 31 July 2019
- 2) Second phase (2020) – between 1 April and 30 April 2020
- 3) Third phase (2021) – between 15 January and 15 February 2021

The questionnaires may be reviewed and refined, if necessary, by the Contractor and UNDP TA Team representative (Stakeholders Engagement Specialist) between survey phases.

d) **Conducting UERP stakeholders' consultations through focus groups.** The main objective of focus groups is to determine the achievements, main issues and risks of UERP sub-projects implementation in target regions and to discuss and develop recommendations for the improvement of sub-projects implementation process, risks mitigation and maximizing UERP's positive social impacts. The preferred focus groups format, number of participants and agendas feasible in the context of this survey will have to be identified/justified by the Contractor and approved by the UNDP TA Team representative (Stakeholders Engagement Specialist). The UNDP Stakeholders Engagement Specialist will participate in focus groups discussions.

It is expected that the focus groups will be conducted in phases according to the next schedule (tentative):

- 1) First phase (2019) – before 31 July 2019
- 2) Second phase (2020) – before 30 April 2020
- 3) Third phase (2021) – before 15 February 2021

The agenda drafts and focus groups composition may be reviewed and refined, if necessary, by the Contractor and UNDP TA Team representative (Stakeholders Engagement Specialist) between survey phases.

e) **Analysis of the results and preparation of analytical reports.** The preparation of Analytical reports "Findings of public and stakeholders opinion poll on socio-economic impact of the European Investment Bank Ukraine Early Recovery Programme: phase 1(2)(3)" shall be coordinated by the UNDP Stakeholders Engagement Specialist. Three survey reports will provide at least a technical summary describing the methodology, sampling and interviewing methods, and a presentation of the survey results. The reports should contain three separate sections: a) analysis of the results of General population survey; b) analysis of the results of interviews with FBs, NGOs/CSOs, local stakeholders; c) analysis of the results of focus groups with local sub-project implementers and stakeholders. They should include outputs and recommendations obtained during focus groups and may include recommendations to further improve awareness and perceptions of the UERP implementation activities in the target regions. In addition, the reports have to be supplemented with Qualitative Summaries (up to 2 pages in *.pdf format after each phase of the survey, Times New Roman, 12 pt., lines space – 1,15.) which should outline the main results of surveys. The reports and summaries will be prepared in Ukrainian and English.

The Contractor will have to ensure the collection of respondents' **key socio-economic data** (gender, age, migratory status /including IDPs/, economic activity, place of living, etc.). For NGOs/CSOs data on their sphere and period of activities, membership (if relevant), geographical coverage, etc. will have to be collected.

f) **Presentation of the survey results.** The Contractor will present the results of first two phases of sociological survey on one-day experience sharing events organized by UNDP TA Team for sub-projects FBs, with the participation of the EIB, MRD and other relevant stakeholders (Donetsk oblast, tentative end of July – early August 2019 and June 2020). The third Analytical Report will be presented during the Final conference on the UERP implementation organized by UNDP TA Team at the final stage of TA Project (Kyiv, March 2021).

Deliverables to be provided for approval:

The following deliverables will be provided by the Contractor:

- General Workplan of surveys with defined Contractor's activities and periods of implementation (covering 2019 – February 2021)
- Finalized research tools (*.docs and/or *.xlsx formats, and *.pdf format):
 - Questionnaire(s) for General population survey;
 - Questionnaire(s) for Survey of UERP FBs, NGOs/CSOs, local stakeholders;
 - Agenda(s) for focus groups with local sub-project implementers and stakeholders
- SPSS (Statistical Package for the Social Sciences) data file(s) with Ukrainian and English labels with raw data collected within the surveys;
- Microsoft Excel file(s), containing ready-made statistical tables with survey results (disaggregated by, at least, target group, interview geographic location, gender, age, migration status and place of residence (city/rural area, GCA/NGCA));
- Analytical report in Ukrainian and English with graphs in *.docs and *.pdf formats after each phase of the survey, up to 25-30 pages, Times New Roman, 12 pt., lines space – 1,15.

Time limit for implementation of tasks and approval of results:

#	Deliverables	Date of submission for approval
1.	Workplan of surveys with defined activities and periods of implementation is developed and agreed with UNDP TA Team representative	By the 1 st week from contract starting date
2.	Research methodology and tools are developed and agreed with UNDP TA Team representative, questionnaire testing conducted	By the 2 nd week from contract starting date
3.	Interviews and focus groups discussions are conducted	By the 6 th week from contract starting date (for 2020, 2021 years - in accordance with Workplan)
4.	Analytical report in approved format, SPSS file(s) and Microsoft Excel file(s) are submitted and accepted by UNDP TA Team Leader	By the 8 th week from contract starting date (for 2020, 2021 years - in accordance with Workplan)
5.	Presentation of the survey results	To be coordinated with UNDP TA Team but not later than August 2019 (for 2020, 2021 years - in accordance with Workplan)

IV. Requirements for Monitoring/Reporting

The Contractor will work under the overall guidance of the UNDP TA Team, and under the overall supervision of the Team Leader. The Contractor will directly report to the UNDP TA Team Leader.

The Contractor must adhere to the system of monitoring, evaluation and quality control implemented by the UNDP and provide the necessary information, reports and statistics according to the preset schedule or as soon as possible (within a reasonable time). For all work completed Contractor shall submit to UNDP TA Team three Analytical Reports. All reports and deliverables shall be transmitted electronically on electronic source or in the form of electronic communication with the attached final product, which is also accompanied by an official letter of the Contractor about the data transmission of products to the UNDP.

V. Experience and Qualification Requirements, Specifics of Assignment to be met by the Contractor

Requirements:

- a) Officially registered organization.
- b) At least 7 years of experience in developing original analytical documents; overall expert/scientific capacity in the area – proven track record of conducting public opinion/sociological surveys.
- c) Sufficient staff capacity and availability of human resources (i.e. experts) that will ensure due quality and timely implementation of the contract; the team proposed for conducting this survey should include at least team

leader/one expert in sociological survey design with experience of at least seven years and advanced graduate degree (MA, MSc, PhD) in social sciences, statistics, mathematics or related fields and professional fluency in English.

- d) Due quality of previous services: organization will have to provide evidence of the quality of its outputs (reports) and of its overall good reputation through references from former recipients of similar services.

Information and documents to be included when submitting the proposals:

<input checked="" type="checkbox"/>	Organization's profile (date of creation, area of competence, number of staff/consultants, description of key staff/consultants, website, address and contacts)
<input checked="" type="checkbox"/>	A list and short summary of previous experience in developing original analytical documents/reports; overall expert/scientific capacity in the area – track record of conducting public opinion/sociological surveys
<input checked="" type="checkbox"/>	CVs of the intended experts in sociological surveys (each team member) which clearly indicate their experience and skills, as well as certification of their availability if selected for this project
<input checked="" type="checkbox"/>	3 reference letters from former clients on similar researches
<input checked="" type="checkbox"/>	Financial proposal

Evaluation and contract award

UNDP will use transparent and competitive selection process through utilizing a two-stage procedure for evaluating applications, with evaluation of the technical proposal being completed prior to any financial proposal being compared. Technical eligibility will be assessed on a pass/fail basis against the above criteria.

The contract shall be awarded to the offeror with the lowest price/cost among technically responsive offers.

Specifics of assignment

The Contractor is responsible for ensuring proper security of project team members. It is recommended to consult with UNDP on security in the region, especially before the field phase of the assignment.

The Contractor's team composition should be configured to optimize the time of assignment and meet the related time limits. The Contractor will be responsible for all personal administrative expenses associated with undertaking this assignment including office and meeting venues accommodation, costs of events, travel and transportation, printing, stationary, telephone and electronic communications, and report copies incurred in this assignment etc.

In course of services provision the Contractor should use disclaimers and logos in accordance with the requirements of the UNDP, the European Investment Bank and the European Union.

VI. Evaluation Criteria

☒ Lowest price and technically compliant offer

Contract award shall be made to the Contractor whose offer has been evaluated and determined as:

a) responsive/compliant/acceptable, fully meeting qualification criteria below:

- Officially registered (on the Government controlled territory of Ukraine) organization (commercial or non-profit) – Pass/Fail.
- At least 7 years in developing original analytical documents – Pass/Fail.
- At least 7 years of experience in conducting public opinion / sociological surveys – Pass/Fail.
- Availability of human resources – Pass/Fail.
- At least 3 positive references for similar projects from former clients – Pass/Fail.

b) offering the lowest price.

VII. Financial Proposal

Bidders should submit their proposals in the following format that indicates the all-inclusive fixed total contract price (lump sum) for all three surveys with breakdown according to phases, types of services and schedule of their provision. All costs associated with the implementation of services should be included in the financial proposal (for example, travel expenses, business trips, staff salaries, accommodation, etc.).

Taking into account that purchase of services will be carried out within the project of international technical assistance, price offers/invoices for payment must be presented without VAT.

#	Services description	Price, currency (excluding VAT)
First phase 2019		

1.	Survey methodology finalization, in cooperation with UNDP TA Team	
2.	Questionnaire testing, interviews and focus groups discussions conduction	
3.	Preparation of the Analytical Report	
Subtotal for 2019:		
Second phase 2020		
4.	Interviews and focus groups discussions conduction	
5.	Preparation of the Analytical Report	
Subtotal for 2020:		
Third phase 2021		
6.	Interviews and focus groups discussions conduction	
7.	Preparation of the Analytical Report	
Subtotal for 2021:		
TOTAL		

Proposed payment schedule

#	Deliverables description	Share of subtotal annual amount
First phase 2019		
1.	General Workplan submitted and research tools finalized	20%
2.	Questionnaire testing, interviews and focus groups discussion conducted	40%
3.	Analytical Report submitted and approved	40%
Second phase 2020		
4.	Interviews and focus groups discussion conducted	50%
5.	Analytical Report submitted and approved	50%
Third phase 2021		
6.	Interviews and focus groups discussion conducted	50%
7.	Analytical Report submitted and approved	50%

UNDP shall pay the negotiated contract fees for the services within 30 days after the services have been delivered and the Analytical Report has been submitted.

The payments will be processed upon the full completion and acceptance of contractual obligations whereupon the UNDP TA Team Leader signs the certification of acceptance.

Preliminary list of questions

I. Common questions (to a number of target groups).

- I.1. *are respondents aware of the Ukraine Early Recovery Programme in his/her locality/region?*
- I.2. *how did they find out about it? (state the source of information)*
- I.3. *if they are aware of it: when did it start? how long will it last? what is its purpose? who are the beneficiaries, who funds it?*
- I.4. *do they know who is implementing it? (which government structure at national level)*
- I.5. *in their opinion, how many infrastructures in their locality/region require re-construction or improvement? why is this recovery work needed?*
- I.6. *are they aware of specific infrastructures (sub-projects) which will be reconstructed/refurbished through this Programme?*
- I.7. *are they aware of the EIB Environmental and Social Standards and their role in UERP implementation?*
- I.8. *if yes, how did they find out about them? what are these standards?*
- I.9. *are they aware of the role of UNDP TA Project in the implementation of this Programme?*
- I.10. *if yes, how did they find out about it? (state the source of information)*
- I.11. *if yes, are they directly concerned (as users) by this reconstruction/refurbishment work? (specify region/locality)*
- I.12. *what impact will it have/has it had on their life? (answers could be (but not limited to): easier access, better services and/or housing, better working conditions, possibility to obtain a temporary work at the construction enterprise)*
- I.13. *are they aware of the criteria used to select and finance these sub-projects? if yes, can they say what they are?*
- I.14. *in conclusion, would respondents say that they are aware of and endorse (approve of) the Ukraine Early Recovery Programme?*

II. Specific questions to UERP FBs:

- II.1 *have they designed and submitted sub-projects for UERP financing? if yes, how many? which sector are they covered by?*
- II.2 *were their sub-projects designed with involvement of local community members and CSOs? if yes, how many representatives were involved? if no, why?*
- II.3 *have they conducted a local population Social Needs and Risks Assessment before submitting sub-projects? if no, why? if yes, what main risks of sub-projects have been determined?*
- II.4 *if yes, what mitigation measures have been designed/implemented? by whom?*
- II.5 *are FBs confident of obtaining financing for their projects, thanks to the quality and transparency of their projects' design, procurement procedures and stakeholders engagement?*
- II.6 *what social impacts of the sub-projects are estimated?*
- II.7 *what is their perception of the number of people who will benefit from sub-projects implementation (number, range)? how?*
- II.8 *what is their perception of the number of IDPs who will benefit from sub-projects implementation (number, range)? how?*
- II.9 *do they aware of social management and stakeholders engagement activities within UERP?*
- II.10 *do they utilize/have utilized social management and stakeholders engagement tools during sub-projects implementation? if yes, which particular tools? if no, why?*
- II.11 *if yes, have this improved their sub-projects implementation?*
- II.12 *do they have Social Management Plan and Stakeholders Engagement Plan for their sub-projects? if no, why?*
- II.13 *if their sub-projects have been finished/are being implemented without violations of the EIB Environmental and Social Standards?*
- II.14 *do they know which particular functions/services UNDP TA is fulfilling?*
- II.15 *if yes, are they satisfied with the UNDP TA Project functions/services? if yes/no, why? what would they like to see improved?*
- II.16 *in conclusion, would respondents say that they are committed to the EIB financed sub-projects successful implementation? if no, explain are they satisfied that UNDP TA is playing a role in the UERP implementation?*

III. Specific questions to local stakeholders (deputies of local councils, contractors, administration/personnel of establishments, where construction works are carried out, administration of hromadas, etc.):

- III.1 do they know about submitted for financing/finished UERP sub-projects in their communities? if yes, how many and in which sector? if no, why?
- III.2 if yes, what source was used for receiving the information?
- III.3 were these sub-projects designed with their participation? if yes, how did they participate in this process? if no, why?
- III.4 what is their perception of estimated sub-projects' social impacts?
- III.5 do the submitted sub-projects (in their opinion) correspond to the needs of local communities? if no, why?
- III.6 do they aware of social management and stakeholders engagement activities within UERP?
- III.7 have they been engaged in either sub-projects planning/designing, consultations, monitoring or other activities within sub-projects implementation (state appropriate)? in what role?
- III.8 if yes, have this improved (in their opinion) the overall process of sub-projects implementation? how?
- III.9 if no, do they have the motivation to participate? in which specific activities and roles?
- III.10 do they receive information, including monitoring data on sub-projects' implementation? is it presented in a user-friendly manner and regular? is it sufficient (contain all relevant data and allow to easily track sub-projects' progress or lack of)?
- III.11 are they satisfied with the overall monitoring and reporting process and outputs within UERP (grading of satisfaction)? if not, what would they like to see improved?
- III.12 in conclusion, would respondents confirm their overall satisfaction/dissatisfaction with the quality of the sub-projects' implementation process? if yes/no, why?

IV. Specific questions to local media representatives:

- IV.1 do they know about submitted for financing/finished UERP sub-projects in their communities? if yes, how many and in which sector? if no, why?
- IV.2 if yes, what source was used for receiving the information?
- IV.3 have they participated/covered any public events, disseminated information about UERP and sub-projects implementation? if yes, what kind of events/information? if no, why?
- IV.4 do the submitted sub-projects (in their opinion) correspond to the needs of local communities? if no, why?
- IV.5 do they aware of social management and stakeholders engagement activities within UERP?
- IV.6 have they been engaged in either sub-projects planning/designing, consultations, monitoring or other activities within sub-projects implementation (state appropriate)? in what role?
- IV.7 if yes, have this improved (in their opinion) the overall process of sub-projects implementation? how?
- IV.8 if no, do they have the motivation to participate? in which specific activities and roles?
- IV.9 do they receive information, including monitoring data on sub-projects' implementation? is it presented in a user-friendly manner and regular? is it sufficient (contain all relevant data and allow to easily track sub-projects' progress or lack of)?
- IV.10 do they need more information about the UERP and the sub-projects in their communities/region?
- IV.11 in principle, are they (or will they be) willing to provide media coverage on the UERP implementation and that of the sub-projects? if no, why?
- IV.12 if yes, what specific information do they/will they need?
- IV.13 in conclusion, would respondents say that they are aware of and endorse (approve of) the UERP?

V. Specific questions to NGOs/CSOs:

- V.1 do they know about submitted for financing/finished UERP sub-projects in their communities? if yes, how many and in which sector? if no, why?
- V.2 if yes, what source was used for receiving the information?
- V.3 do the submitted sub-projects (in their opinion) correspond to the needs of local communities? if no, why?
- V.4 do they aware of social management and stakeholders engagement activities within UERP?
- V.5 have they been engaged in either sub-projects planning/designing, consultations, monitoring or other activities within sub-projects implementation (state appropriate)? in what role?
- V.6 if yes, have this improved (in their opinion) the overall process of sub-projects implementation? how?
- V.7 if no, do they have the motivation to participate? in which specific activities and roles?
- V.8 do they receive information, including monitoring data on sub-projects' implementation? is it presented in a user-friendly manner and regular? is it sufficient (contain all relevant data and allow to easily track sub-projects' progress or lack of)?
- V.9 do they need more information about the UERP and the sub-projects in their communities/region?
- V.10 in principle, are they (or will they be) willing to be involved in anti-corruption/anti-fraud and/or environmental and social monitoring of these sub-projects? if no, why?
- V.11 if yes, what specific information/resources do they/will they need?

V.12 in conclusion, would respondents say that they are committed to the EIB financed sub-projects successful implementation?

FORM FOR SUBMITTING SUPPLIER'S QUOTATION³
(This Form must be submitted only using the Supplier's Official Letterhead/Stationery⁴)

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of UNDP as per RFQ Reference No. 296-2019-UNDP-UKR-RFQ-RPP:

TABLE 1: BRIEF COMPANY PROFILE

BRIEF COMPANY PROFILE	
The Supplier must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following:	
Full registration name	
Year of foundation	
Legal status	If Consortium, please provide written confirmation from each member
Legal address	
Actual address	
Bank information	
VAT payer status	
Contact person name	
Contact person email	
Contact person phone	
Company's core activities	
Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations (If any);	Please indicate here
Business Licenses – Registration Papers, Tax Payment Certification, etc	
Certificates and Accreditation	Please indicate here applicable including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc.
Please provide contact details of at least 3 previous partners for reference	Please attach the signed reference letters (if any).
Company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.	Please confirm (Answers: Yes, we are in the list/No, we are not in the list)

³ This serves as a guide to the Supplier in preparing the quotation and price schedule.

⁴ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

TABLE 2: Price offer

#	Services description	Price, currency (excluding VAT)
First phase 2019		
8.	Survey methodology finalization, in cooperation with UNDP TA Team	
9.	Questionnaire testing, interviews and focus groups discussions conduction	
10.	Preparation of the Analytical Report	
Subtotal for 2019:		
Second phase 2020		
11.	Interviews and focus groups discussions conduction	
12.	Preparation of the Analytical Report	
Subtotal for 2020:		
Third phase 2021		
13.	Interviews and focus groups discussions conduction	
14.	Preparation of the Analytical Report	
Subtotal for 2021:		
TOTAL		



TABLE 3: Offer to Comply with Other Conditions and Related Requirements

Other Information pertaining to our Quotation are as follows:	Your Responses		
	<i>Yes, we will comply</i>	<i>No, we cannot comply</i>	<i>If you cannot comply, pls. indicate counter proposal</i>
Compliance with Terms of references requirements			
Validity of Quotation (min. 60 days)			
All Provisions of the UNDP General Terms and Conditions. (including payment terms)			

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

[Name and Signature of the Supplier's Authorized Person]
[Designation]
[Date]

Model Contract

 <p><i>Empowered lives. Resilient nations.</i></p> <p>Договір на надання Товарів та/або Послуг між Програмою розвитку Організації Об'єднаних Націй та</p> <p>_____</p>	 <p><i>Empowered lives. Resilient nations.</i></p> <p>Contract for Goods and/or Services Between the United Nations Development Programme and</p> <p>_____</p>
1. Країна, у якій будуть постачатись Товари та/або надаватись Послуги: Україна	1. Country Where Goods Will be Delivered and/or Services Will be Provided: Ukraine
2. ПРООН <input type="checkbox"/> Запит цін <input checked="" type="checkbox"/> Запит пропозиції <input type="checkbox"/> Запрошення на участь у конкурсі <input type="checkbox"/> укладення прямих договорів Номер та дата:	2. UNDP <input type="checkbox"/> Request for Quotation <input checked="" type="checkbox"/> Request for Proposal <input type="checkbox"/> Invitation to Bid <input type="checkbox"/> direct contracting Number and Date:
3. Посилання на номер договору (напр., номер присудження договору):	3. Contract Reference (e.g. Contract Award Number):
4. Довгострокова угода: Ні	4. Long Term Agreement: No
5. Предмет Договору: <input type="checkbox"/> товари <input checked="" type="checkbox"/> послуги <input type="checkbox"/> товари та послуги	5. Subject Matter of the Contract: <input type="checkbox"/> goods <input checked="" type="checkbox"/> services <input type="checkbox"/> goods and services
6. Тип Послуг:	6. Type of Services:
7. Дата початку Договору:	7. Contract Starting Date:
8. Дата завершення Договору:	8. Contract Ending Date:
9. Загальна сума Договору:	9. Total Contract Amount:
9a. Передплата: Не застосовується	9a. Advance Payment: Not applicable
10. Загальна вартість Товарів та/або Послуг: <input type="checkbox"/> менше 50 000 дол. США (лише Послуги) – застосовуються Загальні умови ПРООН для базових (незначних) договорів <input type="checkbox"/> менше 50 000 дол. США (Товари або Товари та Послуги) – застосовуються Загальні умови ПРООН для договорів <input type="checkbox"/> 50 000 дол. США або більше (Товари та/або Послуги) – застосовуються Загальні умови ПРООН для договорів	10. Total Value of Goods and/or Services: <input type="checkbox"/> below US\$50,000 (Services only) – UNDP General Terms and Conditions for Institutional (de minimis) Contracts apply <input type="checkbox"/> below US\$50,000 (Goods or Goods and Services) – UNDP General Terms and Conditions for Contracts apply <input type="checkbox"/> equal to or above US\$50,000 (Goods and/or Services) – UNDP General Terms and Conditions for Contracts apply
11. Метод оплати: <input checked="" type="checkbox"/> тверда (фіксована) ціна <input type="checkbox"/> відшкодування витрат	11. Payment Method: <input checked="" type="checkbox"/> fixed price <input type="checkbox"/> cost reimbursement
12. Назва(Ім'я) Підприємця:	12. Contractor's Name:
13. Ім'я контактної особи Підприємця: Посада: керівник Адреса: Номер телефону: Факс: Email:	13. Contractor's Contact Person's Name: Title Address: Telephone number: Fax: Email:
14. Ім'я контактної особи ПРООН: Посада: Адреса: Тел.: +380 508002879 Email:	14. UNDP Contact Person's Name: Title: Address: Telephone number Email:
15. Банківський рахунок Підприємця, на який будуть перераховуватись платежі: Отримувач: Назва рахунку: Номер рахунку: Назва банку: МФО ЄДРПОУ	15. Contractor's Bank Account to which payments will be transferred: Beneficiary: Account name: Account number: Bank name: Bank address: MFO EDRPOU

<p>Даний Договір складається з наступних документів, які, у разі виникнення конфлікту між ними, мають перевагу один перед одним у наступному порядку:</p> <ol style="list-style-type: none"> 1. Дана лицьова сторінка («Лицьова сторінка»). 2. Загальні умови ПРООН для договорів – Додаток 1 3. Технічне завдання (ТЗ) - Додаток 2 4. Графік надання послуг, що включають опис послуг, результати надання товарів та/або послуг, планові показники, терміни, графік здійснення платежів, та загальну суму договору – Додаток 3. 5. Технічна та Фінансова пропозиції Підрядника від _____; причому ці документи не додаються, але відомі Сторонам і знаходяться у їх розпорядженні, і є невід'ємною частиною цього Договору. 6. Реалізація даного Контракту відбувається в рамках виконання проекту міжнародної технічної допомоги між Урядом України та відповідними Донорами та Виконавцем та, згідно з умовами пункту 197.11 Податкового Кодексу України, операції звільнені від ПДВ. <p>Все вищезазначене, включене до цього документу за допомогою посилання, містить увесь обсяг домовленостей («Договір») між Сторонами, при цьому усі інші переговори та/або угоди, незалежно від того, виконані вони в усній або ж у письмовій формі, що відносяться до предмету даного Договору, втрачають силу.</p> <p>Даний Договір вступає в силу з дня проставлення належним чином уповноваженими представниками Сторін останнього підпису на Лицьовій сторінці і припиняє свою дію в Дату завершення Договору, яка зазначена на Лицьовій сторінці. Внесення змін та/або доповнень до даного Договору можливе лише у разі оформлення належним чином уповноваженими представниками Сторін письмової угоди.</p> <p>НА ПОСВІДЧЕННЯ ЧОГО, нижчепідписані, належним чином уповноважені на це представники Сторін, підписали цю Угоду від імені Сторін у місці та в день, що вказані нижче</p>	<p>This Contract consists of the following documents, which in case of conflict shall take precedence over one another in the following order:</p> <ol style="list-style-type: none"> 1. This face sheet ("Face Sheet"). 2. UNDP General Terms and Conditions for Contracts – Annex 1 3. Terms of Reference (TOR) – Annex 2 4. Schedule of Services provision, incorporating the description of services, deliverables and performance targets, time frames, schedule of payments, and total contract amount – Annex 3 5. The Contractor's Technical Proposal and Financial Proposal, dated _____; these documents not attached hereto but known to and in the possession of the Parties, and forming an integral part of this Contract. 6. This Contract implementation is conducted within the framework of the of international technical assistance project between the Government of Ukraine and the relevant Donors and the Executor and is concluded without VAT, in accordance with paragraph 197.11 of the Tax Code of Ukraine. <p>All the above, hereby incorporated by reference, shall form the entire agreement between the Parties (the "Contract"), superseding the contents of any other negotiations and/or agreements, whether oral or in writing, pertaining to the subject of this Contract.</p> <p>This Contract shall enter into force on the date of the last signature of the Face Sheet by the duly authorized representatives of the Parties, and terminate on the Contract Ending Date indicated on the Face Sheet. This Contract may be amended only by written agreement between the duly authorized representatives of the Parties.</p> <p>IN WITNESS WHEREOF, the undersigned, being duly authorized thereto, have on behalf of the Parties hereto signed this Contract at the place and on the day set forth below.</p>																
<p>Від імені Підрядника / For the Contractor</p> <table border="1"> <tr> <td>Підпис / Signature:</td> <td></td> </tr> <tr> <td>Ім'я / Name:</td> <td></td> </tr> <tr> <td>Посада / Title:</td> <td></td> </tr> <tr> <td>Дата / Date:</td> <td></td> </tr> </table>	Підпис / Signature:		Ім'я / Name:		Посада / Title:		Дата / Date:		<p>Від імені ПРООН / For UNDP</p> <table border="1"> <tr> <td>Підпис / Signature:</td> <td></td> </tr> <tr> <td>Ім'я / Name:</td> <td></td> </tr> <tr> <td>Посада / Title:</td> <td></td> </tr> <tr> <td>Дата / Date:</td> <td></td> </tr> </table>	Підпис / Signature:		Ім'я / Name:		Посада / Title:		Дата / Date:	
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