INTERNATIONAL BLUE CRESCENT RELIEF and DEVELOPMENT FOUNDATION (IBC)

Ref Project: Strengthening Access to Safe Drinking Water and Community Resilience Project in Conflict-Affected Southern Ukraine funded by the UMCOR, implemented by the IBC.

Call for Tender IBC – Ukraine

Part A – Instructions to bidders and invitation

Tender Publication Date: 17/08/2026
Tender Reference: IDR06261072IBC – 01
Type of Procedure : Open International Tender Procedure

International Blue Crescent Relief and Development Foundation (IBC) has been implementing "Strengthening Access to Safe Drinking Water and Community Resilience Project in Conflict-Affected Southern Ukraine" with funding from the United Methodist Committee on Relief (UMCOR).

In this context, IBC is launching a competitive bidding process and invites qualified bidders to submit detailed written proposals for the **supply, delivery, installation, commissioning, and associated technical services for community-level water purification and water supply systems** in the Odesa, Mykolaiv, and Kherson Oblasts of Ukraine. The project aims to improve access to safe and potable drinking water for conflict-affected and vulnerable communities by establishing and strengthening community-level water purification systems, including filtration and disinfection units, water quality testing capacity, and, where required, solar-powered artesian wells with an indicative capacity of approximately 500 L/hour. The intervention will also support the safe and sustainable operation of the systems through technical guidance, operator training, and initial operational support.

1. Service and Supply Specifications

1. Description	The procurement covers the supply, delivery, installation, testing, and commissioning of community-level drinking water purification systems in selected conflict-affected communities in Odesa, Mykolaiv, and Kherson Oblasts. The scope includes, as applicable: • Water purification and filtration systems, including chlorination/disinfection units; • Solar-powered artesian wells, including drilling, development, pumping, and connection, with an indicative capacity of 500 L/hour; • Solar pumping systems, water storage, pumps, piping, fittings, and related accessories; • Water quality testing kits, equipment, reagents, and consumables; • Installation, commissioning, and water quality verification; • Basic operator training and technical guidance for operation and maintenance; • Initial spare parts and consumables; • Preparation and provision of Project Baseline and Endline Survey Forms; • Preparation and provision of Project Monitoring and Evaluation (M&E) Forms;

	• Preparation and provision of Water Purification Logbooks for recording system operation, water treatment, water quality monitoring, maintenance, and related activities; and • Warranty and technical support. The Contractor shall provide all goods and services necessary to deliver complete, safe, functional, and operational drinking water systems suitable for community for these vulnerable populations.
2. Made in (Service origin)	National/International
3. Product stage	Finished
4. INCOTERM	DDP – Ukraine, Odesa, Mykolaiv and Kherson Oblasts
5. Quantity	As per the offer form – PART B

TECHNICAL SCOPE OF SUPPLY AND SERVICES

The purpose of this section is to define the minimum technical scope, required goods, services, installation works, commissioning activities, and operational support to be provided by the Supplier/Contractor. The requirements are intended to ensure that the proposed water supply and purification solutions are complete, fit for purpose, technically appropriate for the selected sites, and capable of providing safe and reliable drinking water to conflict-affected communities.

Suppliers/Contractors shall consider the scope as a complete supply-and-installation requirement, including all equipment, materials, accessories, labor, transportation, installation, testing, commissioning, training, and initial operational support necessary to deliver a fully functional system. Any item or activity necessary for the safe and proper operation of the system, even if not explicitly listed but technically required to achieve the specified performance, shall be deemed included in the Supplier/Contractor's scope and offered accordingly.

1.1. General Scope

The Contractor shall be responsible for the design adaptation, supply, transportation, installation, testing, commissioning, and initial operational support of community-level drinking water supply and purification systems in selected conflict-affected communities in Kherson, Mykolaiv, and Odesa oblasts.

The scope shall include, as applicable to each selected site:

1. Water source assessment and technical site verification;
2. Drilling, development, testing, and connection of solar-powered artesian wells;
3. Supply and installation of water purification and disinfection systems;
4. Supply and installation of associated pumping, storage, piping, electrical and solar equipment;
5. Supply of water quality testing equipment, kits, consumables, and reagents;
6. Initial and post-treatment water quality testing;
7. System commissioning and performance verification;
8. Training and operational capacity support for local operators and community focal points;
9. Provision of operation and maintenance documentation;
10. Warranty, corrective maintenance, and initial technical support.

The Contractor shall provide all equipment, materials, accessories, fittings, consumables, tools, labour, transportation, installation works, testing, and technical services necessary for a complete, safe, functional, and operational system.

1.2. Water Source Assessment and Site Verification

Prior to installation, the Contractor shall conduct a technical assessment of each selected site, including, as applicable:

- Identification and assessment of the proposed water source;
- Assessment of raw water quality and key contamination risks;
- Verification of required water demand and treatment capacity;
- Assessment of existing infrastructure and connection points;
- Site measurements and verification of available installation space;
- Assessment of electricity and/or solar energy requirements;

- Assessment of hydraulic requirements, including pumping head, pipeline routing, storage requirements, and distribution points;
- Identification of any technical, environmental, or operational constraints.

No equipment shall be permanently installed until the proposed configuration has been technically verified and accepted by the Contracting Authority.

1.3. Solar-Powered Artesian Wells

Where required, the Contractor shall undertake the drilling, development, testing, equipping, and connection of artesian wells intended to provide a reliable source of water for the community-level purification system.

The well works shall include, as applicable:

- Site preparation and drilling;
- Installation of appropriate casing and well-screen components;
- Well development and flushing;
- Pumping and yield testing;
- Measurement of static and dynamic water levels;
- Installation of an appropriately sized submersible pump;
- Pump controls and protection systems;
- Solar-powered pumping system, including photovoltaic panels, mounting structures, controller/inverter where required, cabling, protection devices, and related components;
- Water delivery pipework and fittings;
- Connection to storage and/or treatment infrastructure;
- Protection and secure finishing of the wellhead;
- Disinfection and commissioning of the completed well.

The indicative design capacity of each artesian well shall be approximately 500 litres/hour, subject to actual hydrogeological conditions and site-specific technical assessment.

The Contractor shall verify the actual sustainable yield through appropriate pumping/yield testing and shall ensure that the selected pump and solar system are compatible with the confirmed characteristics.

All drilling and well construction works shall comply with applicable national requirements and accept professional practice.

1.4. Water Purification and Disinfection Systems

The Contractor shall supply and install complete community-level water purification systems appropriate to the characteristics of the raw water and the required treated-water production capacity.

The treatment train shall be selected based on the results of raw water quality assessment and may include, as technically justified:

- Pre-filtration;
- Sediment filtration;
- Sand/multimedia filtration;
- Activated carbon filtration, where required;
- Cartridge or other fine filtration;
- Appropriate disinfection/chlorination system;
- Chemical dosing equipment;
- Treated water storage;
- Pressure and flow control components;
- Pumps and associated control equipment;
- Piping, valves, fittings, gauges, and instrumentation.

The purification system should be designed to provide safe potable water suitable for community consumption and should be capable of continuous operation under the expected site conditions.

The Contractor shall provide all treatment media, cartridges, dosing components, initial chemical charge/consumables, and other materials necessary for commissioning and initial operation.

Where chlorination is applied, the system shall include appropriate dosing and control arrangements to ensure effective disinfection and maintenance of an adequate disinfectant residual throughout the treated-water system.

Treatment equipment shall be robust, suitable for humanitarian/community use, corrosion-resistant where appropriate, and designed to facilitate routine operation and maintenance by trained local personnel.

1.5. Water Quality Testing and Monitoring

The Contractor shall provide equipment and materials necessary for routine water quality monitoring, including appropriate field-testing kits, reagents, consumables, and basic measuring equipment.
At a minimum, testing shall cover parameters relevant to the treatment process and drinking-water safety, which may include:

- pH;
- Turbidity;
- Free residual chlorine, where chlorination is applied;
- Electrical conductivity/TDS, where relevant;
- Temperature;
- Microbiological indicators, including **E. coli**, use an appropriate field or laboratory method.

Additional parameters shall be tested where indicated by the raw water source assessment, local regulatory requirements, or identified contamination risks.
Water quality testing shall be conducted:

1. Prior to treatment, to establish baseline raw-water characteristics;
2. During commissioning, to verify treatment performance;
3. After treatment, to confirm potable-water quality;
4. During the initial operational period, as required for system monitoring.

The Contractor shall maintain and submit water quality test records, including date, sampling point, parameter, result, applicable standard/target, and corrective action where required.

1.6. System Installation, Integration and Commissioning

The Contractor shall carry out complete installation and integration of all supplied components, including:

- Water intake/source connection;
- Pumps;
- Solar power systems;
- Treatment units;
- Chemical dosing/disinfection equipment;
- Storage tanks;
- Pipework and distribution connections;
- Valves and fittings;
- Electrical/control systems;
- Instrumentation and monitoring devices;
- Safety and protective equipment.

All installations shall be executed by qualified personnel and in accordance with approved technical specifications and manufacturers' instructions.
Following installation, the Contractor shall conduct full testing and commissioning, including:

- Leak and pressure testing;
- Pump and flow testing;
- Electrical and solar system testing;
- Treatment system functionality testing;
- Disinfection system testing;
- Verification of water production capacity;
- Verification of treatment performance;
- Water quality testing;
- Safety and operational checks.

The system shall only be considered operational following successful completion of commissioning and acceptance testing.

1.7. Minimum Performance Requirements

Unless otherwise specified following site assessment, the completed system shall:

- Provide treated water meeting applicable drinking-water quality requirements;
- Achieve the required treatment capacity established for each site;
- Provide reliable and continuous operation under normal operating conditions;
- Include appropriate disinfection controls;
- Allow routine monitoring of key operational and water quality parameters;
- Be operable and maintainable by trained local personnel;
- Include appropriate protection against electrical, mechanical, hydraulic, and chemical hazards;
- Be suitable for the environmental and operational conditions of the installation location.

The Contractor shall not substitute major treatment technologies or critical components without prior written approval from the Contracting Authority.

1.8. Training and Capacity Support

The Contractor shall provide practical training to designated local operators and community focal points. Training shall cover, at minimum:

- Normal system operation and start-up/shutdown procedures;
- Routine inspection and preventive maintenance;
- Filter and treatment media management;
- Chlorination and safe chemical handling;
- Water quality sampling and testing;
- Interpretation and recording of test results;
- Basic troubleshooting;
- Identification of system faults;
- Safe operation of pumps and solar equipment;
- Hygiene and safe water handling;
- Emergency procedures and escalation of technical faults.

Training shall include practical demonstrations at the installed system and shall be supported by simple written operating and maintenance instructions.

1.9. Operation and Maintenance Documentation

For each installed system, the Contractor shall provide a complete technical handover package containing, at minimum:

- Equipment technical specifications and datasheets;
- Manufacturer and model information;
- Final equipment inventory;
- System layout and schematic diagrams;
- Hydraulic and electrical diagrams, where applicable;
- Installation and commissioning records;
- Water quality test results;
- Operation and maintenance manual;
- Preventive maintenance schedule;
- Recommended spare parts and consumables list;
- Filter/media replacement requirements;
- Chemical dosing and handling instructions;
- Warranty documentation;

Documentation shall be provided in English and, where required for local operation, in an appropriate local language.

1.10. Spare Parts, Consumables and Warranty

The Contractor shall ensure the availability of essential spare parts and consumables required for routine operation and preventive maintenance.

The Contractor shall specify:

- Expected service life of major components;

- Replacement intervals for filters and treatment media;
- Recommended spare parts;
- Consumable requirements;
- Manufacturer warranty conditions;
- Response time for warranty-related technical issues.

All supplied equipment shall be new, unused, fit for purpose, and supported by the manufacturer or an authorized supplier.
The Contractor shall provide a minimum 12-month warranty for supplied equipment and installation works, unless a longer warranty is specified for individual components.
During the warranty period, the Contractor shall rectify defects attributable to faulty equipment, materials, workmanship, or installation at no additional cost to the Contracting Authority.

1.11. Health, Safety and Environmental Requirements

The Contractor shall implement appropriate health, safety, and environmental measures throughout the works.
Particular attention shall be given to:

- Safe handling and storage of chlorination chemicals;
- Electrical and solar installation safety;
- Drilling and well-construction safety;
- Safe access to wells, tanks, and equipment;
- Protection against contamination of water sources;
- Proper disposal of used filters, cartridges, chemicals, and other waste;
- Use of appropriate personal protective equipment;
- Prevention of environmental contamination during drilling and installation activities.

All works shall comply with applicable Ukrainian legislation, technical requirements, occupational health and safety requirements, and relevant good practice for humanitarian water and sanitation interventions.

1.12. Acceptance Criteria

The installed system shall be formally accepted following successful verification of the following minimum criteria:

- All contracted equipment and materials have been supplied and installed;
- The system is complete and operational;
- The required water production/treatment capacity has been demonstrated;
- Pumps, solar equipment, storage, pipework, filtration, and disinfection systems function correctly;
- No significant leaks or operational defects are identified;
- Water quality testing confirms compliance with the applicable drinking-water requirements;
- Required operational and safety controls are functional;
- Local operators have received practical training;
- Commissioning and test records have been completed and approved.

Any defects or deficiencies identified during acceptance testing shall be corrected by the Contractor prior to final acceptance.
The Contractor shall ensure that all systems are delivered as **fully installed, tested, commissioned, and operational community-level drinking water solutions**, rather than as stand-alone equipment supplies.

TECHNICAL COMPLIANCE CHECKLIST – MANDATORY REQUIREMENTS

This checklist defines the minimum technical conditions and acceptance criteria to be verified upon completion and handover of the supplied and installed water purification systems. It is intended to provide the Supplier/Contractor with a clear understanding of the conditions that the completed works, equipment, and services must satisfy in order to be accepted by the Contracting Authority.
The checklist is not intended as a pre-award bid evaluation or supplier compliance form. The requirements will be used during the delivery, commissioning, inspection, testing, and final acceptance of the completed works. The Supplier/Contractor shall take these acceptance criteria into account when planning, supplying, installing, commissioning, and handing over the system.

At the time of acceptance, each applicable criterion will be checked by the Contracting Authority and recorded as “Yes” or “No”. “Yes” indicates that the relevant requirement has been satisfactorily fulfilled. “No” indicates that the requirement has not been satisfactorily fulfilled and that the related deficiency shall be corrected by the Supplier/Contractor before final acceptance.
Final acceptance shall be granted only when the completed system is fully installed, functional, safe, operational, and capable of providing treated drinking water in accordance with the specified technical and water quality requirements.

No.	Delivery / Acceptance Criterion	Yes	No	Remarks
1	Water source and site conditions have been assessed and the installed system is appropriate for the site conditions.	☐	☐	
2	The installed system has the required capacity to meet the intended community water demand.	☐	☐	
3	Where applicable, the artesian well has been drilled, developed, tested, equipped, and connected to the system.	☐	☐	
4	The artesian well system achieves the required indicative capacity of approximately **500 L/hour**, subject to confirmed site conditions.	☐	☐	
5	The solar-powered pumping system is fully installed, connected, and operational.	☐	☐	
6	The complete filtration and water purification system is installed and operational.	☐	☐	
7	The chlorination/disinfection system is installed and operational where applicable.	☐	☐	
8	Pumps, tanks, pipes, valves, fittings, controls, and associated components are properly installed and functional.	☐	☐	
9	The required water treatment and production capacity is achieved during commissioning.	☐	☐	
10	Treated water meets the applicable drinking-water quality requirements.	☐	☐	
11	Required water quality testing equipment, reagents, and consumables have been supplied and are functional.	☐	☐	
12	Water quality testing confirms satisfactory treatment performance.	☐	☐	
13	The completed installation is free from significant leaks, defects, and unsafe conditions.	☐	☐	
14	All system components operate correctly under normal operating conditions.	☐	☐	
15	Local operators and designated community focal points have received practical training.	☐	☐	
16	Operators demonstrate basic ability to operate and safely maintain the system.	☐	☐	
17	Operation and maintenance instructions have been provided to the designated operators.	☐	☐	
18	Essential initial spare parts and consumables have been supplied.	☐	☐	
19	The minimum **12-month warranty** is confirmed for the supplied equipment and installation works.	☐	☐	
20	The complete system is ready for safe, reliable, and continuous community use.	☐	☐	

Acceptance provision:
Any criterion marked “No” shall be considered an outstanding deficiency and shall be rectified by the Supplier/Contractor before final acceptance. Final acceptance shall not be completed until all applicable acceptance criteria have been satisfactorily fulfilled.

Mandatory Compliance Decision
Supplier/Contractor: _____
Site/Location: _____
Oblast: ☐ Kherson ☐ Mykolaiv ☐ Odesa
Evaluator: _____
Date: _____
Technical Compliance Result:
☐ **COMPLIANT** – All mandatory requirements are confirmed as "Yes".
☐ **NON-COMPLIANT** – One or more mandatory requirements are marked "No".
Mandatory Compliance Rule:
Any "No" response against a mandatory technical requirement shall constitute a technical non-compliance. Offers failing to meet one or more mandatory requirements shall not be considered technically compliant and may be rejected in accordance with the applicable procurement procedures.
Remarks / Identified Non-Compliances:

Evaluator Name & Signature: _____

2. Responsibilities of the Bidders

1. Terms of Delivery: DDP (Oblasts listed above)
2. Date of Delivery: **Service Delivery:** Within 90 days after contract signature
   Materials Delivery: Within 90 days after contract signature
3. Validity of the Offer: Min. 3 (three) months
4. Participation in the Briefing Meeting and Site Visit: Tenderers are invited to have a representative attend a pre-tender meeting to be held at IBC Odesa Office on **31/08/2026 at 10:00 a.m. Ukraine, Odesa time.**

3. Specific conditions

a) Prices of the above procurement must include custom duties/taxes.
b) Quantities are only indicative and may be subject to changes prior to contract award.
c) Bidders are requested to fill in, sign, stamp and return **Part A** (Instruction to Bidders), **Part B** (Offer Form), and **Part C** (Ethical Declaration and Checklist) according to IBC formats.
d) All bidding documents must be filled in English.
e) Offers may only be submitted in their original format, typed electronically in the Latin alphabet, and enclosed in sealed envelopes.
f) Prices should be submitted in USD only.

4. **General Conditions**

a) The **closing date** of this tender is fixed on **07/09/2026 at 10:00 a.m. Ukraine, Odesa** time and only in-hand deliveries can be accepted in IBC HQ or Odesa Country Offices at the following addresses:
HQ Office: Bağdat Cd. No 454/4 Suadiye 34340 Istanbul Türkiye
or
Odesa Country Office: Troiskaya Str. 36, Office 1, Odesa M, Odeska Oblast, 65011 Ukraine

b) Tenderers must sign, stamp and return the Offer form according to IBC format.
c) Tenderers must sign, stamp and return all pages of the Product Specifications for which they apply.
d) The offer to the call for tender will not result in the award of a contract.
i. IBC is not liable of adhering to the public open tender procedure. IBC is free to hold a tender process or not.

ii. IBC reserves the right to cancel any tender, to reject any or all bids in whole or in part, and to award any contract.

e) IBC may cancel the tender in the following situations:
   i. When no qualitatively or financially worthwhile bid has been received or there has been no response at all.
   ii. The economic or technical parameters of the project have been fundamentally altered.
   iii. Exceptional circumstances or force majeure render normal performance of the project impossible.
   iv. All technically and administratively compliant bids significantly exceed the financial resources available. Provided this circumstance, IBC, at its sole discretion, may cancel and repeat the tender or continue the tender in form of an auction where the submitted offers may be underbid by the offering suppliers.
   v. In no circumstances will IBC be liable for damages, whatever their nature (in particular damages for the loss of profits) or in relation to the cancelation of the tender, even if IBC has been advised of the possibility of damages. The publication of a procurement notice does not commit IBC to implement the project announced.

IMPORTANT NOTE: To ensure that funds are used exclusively for humanitarian purposes and in accordance with Donor's compliance requirements, all contract offers are subject to the condition that contractors do not appear on anti-terrorism lists, in line with IBC's anti-terrorism policy. To this end, IBC reserves the right to carry out anti-terrorism checks on contractors, its board members, staff, volunteers, consultants, financial service providers and subcontractors.

5. Required documents and way of submission

For your offer to be accepted by the IBC Tender Evaluation Committee, your offer must be submitted in the below described format containing the following.

As the official language of the tender is English, all tender documents, along with any additional documents the bidder wishes to submit to IBC, must be provided in English only. Should any document be presented in a language other than English, an accurate English translation must be attached for it to be considered by the Tender Evaluation Committee.

It is mandatory to use the document provided as part of the tender dossier:
• PART D: Bid Envelope Delivery Page

Sealed Envelope 1: <u>clearly marked with the words "formal documents"</u> shall contain

a) Company's official registration certificate obtained from the relevant national government authority
b) (OPTIONAL/IF APPLICABLE: Notarial certified partnership/joint venture agreement)
c) Tender instruction document (PART A), and Bidder's Ethical Declaration (PART C) (signed by duly authorized company representative)

Sealed Envelope 2: <u>clearly marked with the word "financial offer"</u> shall contain

d) Financial Offer-Offer Form (PART B), quoted in **USD**; signed by duly authorized company representative)

In the case of the formal documents (envelope 1) turn out to be incomplete or to be not in compliance with the defined criteria, the financial offer (envelope 2) will not be opened up by the Tender Evaluation Committee. In case the financial offer significantly exceeds the available project budget, your offer will be rejected and declared ineligible.

6. Technical specification of supplies

The technical specifications for all required items, products and services are provided in PART B and are mandatory and non-negotiable.

Bidders must be able to provide all required supplies and services within the specified quality, size, capacity, and quantity requirements for the relevant lot. If a bidder is unable to meet any of these mandatory requirements, it should not submit an offer for that lot.

7. Contract penalties and rejection of supplies

All delivered supplies and services shall at all times comply with the technical specifications defined in PART B form. All suppliers not fully meeting these requirements will be rejected by IBC and are subject to replacement by the supplier. All transportation charges incurred for the return and re-delivery of the commodities will be the responsibility of the supplier.

In case the supplier is not able or willing to re-deliver identified items of the respective supplies at the defined quality standards at his own expense, IBC will procure these items of the respective supplies on the market in order to fulfill its obligation to deliver items that meet the defined quality criteria to its beneficiaries. The supplier will reimburse IBC for all the incurred costs of the emergency purchase (costs for the items of the respective supplies/kits, transportation costs, costs for loading and unloading, costs for insurance, costs for the deployment of IBC personnel.

In case of transport damage, IBC will count and record the damage in writing and refuse to accept the damaged supplies. The supplier shall deliver the outstanding number of supplies as soon as possible. Should the re-delivery not take place within the agreed delivery period of the lot, IBC will reduce the amount due by 5% of the total price for the lot of the respective supplies per day later than the agreed delivery period.

If due to reasons other than force majeure the supplier does deliver supplies with fully or partially missing items, IBC will not pay for the missing items. Furthermore, IBC will procure the missing items of the respective suppliers on the market in order to fulfill its obligation towards the beneficiaries. The supplier will reimburse IBC for all the costs incurred of the emergency purchase (costs for the missing items of the respective supplies, transportation costs, costs for loading and unloading, costs for insurance, costs for the deployment of IBC personnel). If this is the case more than twice within the contract period (i.e. until 31.10.2026), IBC has the right to terminate the contract immediately and effectively.

In case the total amount of financial reductions IBC had to make due to multiple failures of the supplier exceeds 10% of the total amount quoted, IBC has the right to terminate the contract immediately effective.

8. Terms of Payment

The terms of payment are the following:

In accordance with the delivery of partial quantities, the total payment will be divided into corresponding instalments.

IBC will provide an advance payment of only 25%; all remaining payments will be made solely upon the successful delivery of the goods and/or services.

Any applicable contractual penalties will be deducted from the respective payment instalment due.

The payment currency is USD and, considering local conditions, payment may be made in cash upon submission of a valid receipt.

In case the supplier is obliged to reimburse IBC for supplies or services that have to be purchased on the market due to failure of the supplier, the supplier shall do so within 7 (seven) days after having received the payment request by IBC.

9. Contract conditions

9.1. Tender procedure

This tender does not commit IBC to pay for any costs incurred to the bidder for the preparation thereof, or to procure or contract services or goods.

IBC is free to hold a tender process or not and reserves the right to cancel any tender, to reject any or all bids in whole or in part, and to award any contract.

IBC may cancel the tender in the following situations:

- When no qualitatively or financially worthwhile bid has been received or there has been no response at all.
- The economic or technical parameters of the project have been fundamentally altered.
- Exceptional circumstances or force majeure render normal performance of the project impossible.
- All technically and administratively compliant bids significantly exceed the financial resources available. Provided this circumstance, IBC, at its sole discretion, may cancel

and repeat the tender or continue the tender in form of an auction where the submitted offers may be underbid by the offering suppliers.

- Any bid submitted will be regarded as an offer made by the bidder and not as an acceptance by the bidder of an offer made by IBC.
- In no circumstances will IBC be liable for damages, whatever their nature (in particular damages for the loss of profits) or in relation to the cancelation of the tender, even if IBC has been advised of the possibility of damages. The publication of a procurement notice does not commit IBC to implement the project announced.

9.2 Submission of documents and evaluation of bids:

The offers/bids shall only be submitted to IBC as defined in form PART B.

IBC reserves the right, at its sole discretion, to consider as invalid or unacceptable any bid which is a) not clear; b) incomplete in any material detail; c) not presented in the requested form – and to accept or reject any amendments, withdraws and/or supplementary information submitted after the deadline for submission.

Any offers that do not fully comply with the specifications defined in form PART B, shall be rejected by the tender evaluation committee **(In the case of the formal documents are incomplete or of incorrect nature, the financial offer (envelope 2) will not be opened up).**

The offers/bids must be received before the indicated deadline to be accepted by IBC. All bids received after the indicated deadline will be rejected.

Any bids submitted by mail or courier by so at the bidders' risk and IBC takes no responsibility for the receipt of such bids.

All bids received by e-mail or telefax will be rejected.

After the tender evaluation no information relating to the examination, clarification, evaluation and comparison of bids, or recommendations concerning the award of the contract can be disclosed.

Any attempt by a bidder to influence the tender evaluation committee in the process of examination, clarification, evaluation and comparison of tenders, to obtain information on how the procedure is progressing or to influence IBC in its decision concerning the award of the contract will result in the immediate rejection of the tender.

Bids/offers will be checked to determine if they comply with the essential requirements defined. A bid/offer is deemed to comply with if it satisfies all the conditions, procedures and specifications defined without substantially departing from or attaching restrictions to them. If a bid does not comply with defined requirements, it will be rejected immediately, no subsequent alterations to fulfill the compliance of the bid with the defined requirements shall annul the initial rejection of the bid.

Unsuccessful bidders will be informed about their unsuccessfulness in writing.

10. Tender evaluation process

Given that your submitted offer fulfills the requested formal criteria and the IBC Tender Evaluation Committee has rated your company as eligible to fulfill the requested tasks, the financial offer is the only decisive criteria together with technical specifications.

Awarding of contracts

IBC reserves the right to split awards.

IBC reserves the right to award a contract for a lesser or greater quantity than the total quantity of the bid.

This tender does not commit to IBC to award a contract.

Successful bidders who are awarded contracts will be notified in writing or by receipt of the written purchase order/contract.

No contractual relationship will exist except pursuant to the handover of the performance bond from the successful bidder to IBC and a written contract document signed by a duly authorized official of IBC and the successful bidder.

The contract shall be in English language.

United Methodist Committee on Relief (UMCOR) and any person authorized by this entity reserve the right to access the records and financial documentation of all implementing partners and (sub)-contractors in order to verify reported costs and conformity with donor procedures and requirements.

11. Corrupt practices

All bidders and suppliers shall adhere to the highest ethical standards, both during the procurement process and throughout the performance of an awarded contract.

Bidders and their employees, officers, advisors, agents or sub-contractors shall not engage in any collusive bidding or any other anti-competitive conduct.

12. Exclusion criteria

Bidders or suppliers shall be excluded from participating in procurement procedures if:

i. they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations,
ii. they have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata,
iii. they have been guilty of grave professional misconduct proven by any means,
iv. they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or in which the contract is to be implemented,
v. they have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to IBC's United Methodist Committee on Relief (UMCOR's) financial interests,
vi. they are currently subject to an administrative penalty.

13. Bidders' declaration:

Bidders are required to declare:

i. that they carry out their duties following the highest professional standards,
ii. that there is no conflict of interest with other recent commitments and contracts,
iii. that they respect ethical and environmental aspects such as working conditions, social rights, ethical transport and cargo and non-exploitation of children.

14. The deadline for questions and answers

Bidders can send any quires that may arise with regards to the tender to the email address "**procurementhq@ibc.org.tr**" until the **31/08/2026 10.00 a.m.** IBC will provide the requested information to you as soon as possible, however, any delay in responding to your queries will not be considered as a reason for extending the deadline for the submission of your offer. Furthermore, please note that any information provided to you after reaching out to IBC for assistance will simultaneously be provided to any other interested bidders that requested to receive the tender dossier.

15. Force majeure

While each party shall make every effort to carry out its obligations under the terms of this agreement, neither party shall be held liable for any delay in performing or failure to perform any of its obligations under this agreement if such delay or failure is caused by force majeure, such as civil disorder, military action, natural disaster and other circumstances which are beyond the reasonable control of the party in question. In such an event, the party will give immediate notice in writing to the other party of the existence, persistence and reasonably anticipated duration of such cause or event and of the likelihood of delay. In the event that the supply of food parcels should be delayed by such cause or event by more than one (1) month, IBC shall have the right to terminate this contract effectively immediately by written notice to the supplier.

Annexes to this document
The following annexes are attached to this document:

- **PART A:** Instructions for bidders
- **PART B:** Offer Form with Technical Specifications
- **PART C:** Bidder's ethical declaration
- **PART D:** Bid Envelope Delivery Page

Sincerely yours,
International Blue Crescent Relief and Development Foundation (IBC)

Eyüp Şahin
Purchasing and Logistics Department Manager

For Bidder's Use

I undersigned xxxxx, the Bidder, agree with the instructions and general conditions of this Call for Tender.

Company Name: xxx

Authorized Representative Name: xxx

Signature: ……

Date: xxx

— END OF PROCUREMENT DOCUMENT —

Tender Reference: IDR06261072IBC – 01