



IOM International Organization for Migration
OIM Organisation Internationale pour les Migrations
OIM Organización Internacional para las Migraciones

INVITATION FOR BIDS

IFB No. : AZ-001-2017

Date: 23 August 2017

IOM is an inter-governmental organization with 166 Member States and 8 states holding Observer status. Since 19 September 2016, IOM is part of the UN system as a related organization. IOM presence in Azerbaijan dates back to 1996. IOM has been implementing a variety of projects in line with its mission to assist the Government of Azerbaijan in meeting the operational challenges of migration, advance understanding of migration issues, encourage social and economic development, and uphold the human dignity and well-being of migrants. On 1st September 2014 IOM started the implementation of the project "Consolidation of Migration and Border Management Capacities in Azerbaijan (CMBA)" funded by the European Union and co-funded by BP and Co-venturers. The aim of this project is to enhance the capacities of Azerbaijani authorities in the area of migration and border management in line with relevant EU-Azerbaijan Agreements, in particular the Visa Facilitation and Readmission Agreements.

In the framework CMBA project, IOM Baku invites interested eligible bidders to submit Bid for the supply and the delivery of the equipment designed for one classroom language laboratory system to be installed in the premises of the Training Center of the State Migration Service of the Republic of Azerbaijan.

	Description	Quantity
1	Lingua-phone system (12 students + 1 teacher)	1
2	Desktop PC	13
3	Monitor 19" LCD	13
4	UPS 650 VA	12
5	UPS 1000 VA	1
6	Network switch 16 port	1
7	Speakers	1
8	Headphones	13
9	Installation accessories	1
10	Installation works	1

- Service Providers/ Consulting Firms may only submit one proposal. If a Service Provider/ Consulting Firm submits or participates in more than one proposal such proposal shall be disqualified.
- Official e-mail for submission will be bakulanglab@iom.int and Format of proposals must be **PDF files** only.
- Bids shall be valid for a period of **30 calendar days** after submission of Bids
- Recommended Max. File Size per transmission is 5 Mb; Mandatory subject of email: "**IFB No.: AZ-001-2017**"; Time Zone to be Recognized: local Baku time
- Any Proposal submitted by the Service Provider/ Consulting Firm after the deadline for receipt of Proposals prescribed by IOM shall be declared "Late".

Deadline for bid submission – 6 September 2017,17:30. IOM reserves the right to accept or reject any bids, and to cancel the procurement process and reject all bids at any time prior to award of Purchase Order / Contract, without obligation to inform the affected Bidder/s of the ground for IOM action.



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Instructions:

- 1) Prices shall be quoted without VAT in Euro and remain in effect for at least thirty (30) business days.
- 2) Prices shall include the provision of all necessary labor and services in order to provide the Customer with a complete and fully functional system.
- 3) Delivery period must be indicated in the offer.

Note: Payment could be made in AZN in accordance with UN Exchange Rate on the date of payment.

Thank you.

Sincerely yours,
Ilham Kazimov
Procurement Coordinator
International Organization for Migration – Azerbaijan

IOM is encouraging companies to use recycled materials or materials coming from sustainable resources or produced using a technology that has lower ecological footprints.