

INVITATION TO TENDER - PROCUREMENT OF WORKS

"Current repair of part of the premises of the Communal Non-Commercial Enterprise "Snihuriv City Hospital" of the Snihuriv City Council at the address: st. Zhovtneva, 1, Snihurivka, Bashtanka district, Mykolaiv region"

Tender Reference: <https://missioneast.org/en/ukraine-tender-2026/>

Invitation date: May 24, 2026

Mission East is an international aid and development organization founded in Denmark. We are committed to empowering people and communities to emerge from crisis, poverty, and marginalization.

Mission East is launching a project for the current repair of a civil protection facility in the city of Snihurivka, Snihurivka village community of the Mykolaiv district of the Mykolaiv region, in order to increase the level of security and ensure adequate protection of the population in the context of the ongoing armed aggression of the russian federation.

Detailed description of work.

The object of work is the current repair of part of the premises of the communal non-commercial enterprise "Snihuriv City Hospital" of the Snihuriv City Council at the address: st. Zhovtneva, 1, Snihurivka, Bashtanka district, Mykolaiv region

Object address – Ukraine, Mykolaiv region, Bashtanka district, Snihurivka, st. Zhovtneva, 1, Snihurivka, Bashtanka district



The term of work is 4 months from the date of signing the relevant agreement.

Special requirements for tenders

Prices must be indicated in hryvnias.

Offers must be valid for: 3 months.

The participant must demonstrate the ability to start work within one month of the selection/signing of the contract. Otherwise, Mission East has the right to terminate the contract with the winner of the tender.

Instructions for submitting tender proposals

Deadline: Tender proposals must be **submitted no later than July 08, 2026 at 14.00** (Kyiv time). Tender proposals submitted after this time will not be considered.

Where and how to submit tender proposals:

Tender proposals are sent to the e-mail **me.tenders@missioneast.org**.

File format: PDF

File names must be no more than 60 characters long and must not contain any letters or special characters other than the Latin/Cyrillic alphabet.

Tender proposals must be presented in Ukrainian.

All files must be virus-free and must be uncorrupted.

Required Email Subject:

Current repair of the shelter_Name of the participant_Electronic tender offer.

In case of sending several emails, in the subject line of the letter it is necessary to indicate "letter NoX with Y", and in the last letter "letter NoY with Y".

It is recommended to combine the entire offer into as few investments as possible.

The applicant should receive an email acknowledging receipt of the letter.

The submitted tender package must contain:

1. A complete offer with total prices and relevant details, a document The proposal form is filled out and drawn up by each participant separately, in any form which must contain information about the price of the participant's offer, taking into account all taxes, fees and any other costs, the participant in this form must guarantee the full and high-quality performance of procurement work, the participant must confirm the awareness of the full scope of construction work and the performance of all necessary services related to construction work of the facility. Such a document must be filled out, signed and certified by the participant's seal (if used), and confirm that the participant does not meet any of the criteria for excluding the participant from the procurement.

2. Copies of documents confirming the registration, authority and legal status of the participant – charter, document confirming the authority of the tender offer authorized to sign documents (relevant orders, protocols, decisions or power of attorney, if the documents are signed by a person under a power of attorney, etc., a document confirming the status of the participant's taxpayer);

3. *In addition, the participant must provide a letter of guarantee regarding the absence of any sanctions and economic restrictions on the participant (seizure of assets, credit encumbrances caused as a result of violation of credit obligations, etc.) provided for by the current legislation of the State of Ukraine, the legislation*

of the European Union or UN organizations and the international community and other requirements provided for in the section "Exclusion Criteria".

4. *The participant must provide a duly filled out information certificate about the participant's enterprise (information about the participant) (the certificate form is attached);*

5. *Confirmation of past successful services/works.*

The Participant must confirm the successful completion of at least two previous similar contracts for the provision (performance) of services/works on the construction (overhaul, reconstruction or current repair) of shelters/protective structures in educational institutions (educational institutions).

To confirm this criterion, the participant provides:

- information certificate in any form, which must indicate the experience of performing similar contracts, which indicates the subject, details (number, date) of contracts, amounts of performance and details of counterparties under such contracts;

- copies of all similar agreements specified in the relevant certificate (annexes to such agreements may not be provided);

- acts of work performed from counterparties on positive experience in the performance of work (provision of services).

- o *The participant must confirm the availability of the necessary equipment and machinery to provide services/perform work.*

To confirm this criterion, the participant must provide:

- information certificate on the availability of machinery and equipment in any form, which must indicate the make/model of machinery and equipment, and the legal status of ownership (use of such equipment);

- a copy of the document confirming the ownership and possession of such machinery and equipment.

If the participant owns such machinery and equipment on the right of ownership (personally) – a copy of the document confirming the ownership of such equipment and mechanisms is provided, if the participant engages such machinery and equipment on the basis of contracts (not personally owned by the participant) – appropriate copies of current contracts confirming the right to use such machinery and equipment and relevant copies of registration documents (for example, for cars and mechanisms – registration certificates, machine accounting ticket, etc.).

The participant must confirm the availability of the following machines and mechanisms (mandatory):

Construction machines, trucks:

Onboard vehicles, carrying capacity 5 tons – 1 pc;

Flatbed vehicles, carrying capacity 8 tons – 1 pc;

Onboard vehicles, carrying capacity 3 tons - 1 pc;

Cranes on the road, lifting capacity 16 tons - 2 pcs;

Cranes on the road, with a lifting capacity of 25 tons - 1 pc

Single-bucket diesel excavators on a tracked track, bucket capacity 1 m³ – 1 pc;

Bulldozers, power 79 kW [from 108 hp] – 1 pc.

Other construction machinery and equipment:

Auto-hydraulic lifts, lifting height 12 m – 1 pc;

Manual arc [direct current] welding unit – 1 pc;

Mobile welding units with a gasoline engine, with a rated welding current of 250-400 A – 1 pc;

Apparatus for gas welding and cutting – 1 pc;

Mobile compressors with an internal combustion engine, pressure up to 686 kPa [7 at], capacity 2.2 m³/min – 1 pc;

Jaw crusher for shredding construction waste – 1 pc;

Mobile compressors with an electric motor, pressure 600 kPa [6 at], capacity 0.5 m³/min – 1 pc.

The presence of change houses - in the amount of at least 2 units.

○ **The participant must confirm the availability of experienced personnel necessary to perform work (provision of services) at the facility.**

To confirm this criterion, the participant must provide:

- a certificate of the availability of the necessary personnel for the implementation of the project;
- a copy of the document confirming the existence of legal relations between the specialist (contractor) and the participant (provided for each person specified in the certificate);

The participant must confirm that the specified personnel has knowledge of labor protection and other necessary skills, and therefore must confirm the presence of:

At least 10 workers of working professions, certified (occupational safety engineer, foreman or chief engineer.

Copies of certificates and protocols on training on labor protection, fire safety, work with tools and devices, electrical safety (PBEES, PEEZ, PTEES, PUE), system of labor safety standards and labor protection and industrial safety in construction (DBN A 3.2-2-2009) NPAOP 45.2-7.02-12, performance of work with tools and devices (NPAOP 0.00-1.71-13), performance of work at height (NPAOP 0.00-1.15-07) and Fire Safety Rules in Ukraine NAPB A.01-001-2014 for an occupational safety engineer, foreman or chief engineer, which are indicated in the certificate of availability of the necessary personnel for the implementation of the project.

○ *The participant must confirm compliance with the financial criterion, namely, confirm the financial capacity of the participant.*

To confirm the financial capacity of the participant, the following is provided:

- a copy of the "Balance Sheet" and the "Statement of Financial Results" for the previous reporting period for the participant or a copy of the financial statements of the small enterprise (as part of the Balance Sheet (Form No. 1-m) and the Statement of Financial Results (Form No. 2-m)) or a copy of the financial statements of the micro-enterprise (as part of the Balance Sheet (Form No. 1-ms) and the Statement of Financial Results (Form No. 2-ms)) or copies of the tax returns of the single tax payer (or tax declaration on property status and income) for the previous established for the participant, the period with the marks of the statistical body or with receipts certifying the fact and time of acceptance of the relevant electronic documents by the supervisory authority.

The participant must confirm the financial indicator for the past period (Net income from sales) in the amount not less than the cost of the price (price) of the participant's offer.

*The participant must confirm compliance with the technical requirements and provide estimate calculations signed by the authorized person of the participant in accordance with **the Appendix of the Defective Act - the form of the price offer, volumes, list of works and materials***

The participant, together with the above documents, provides a cover letter, which indicates the name of the participant, details of the participant, contact details (full name, contact phone number, e-mail) of the person responsible for participation in the procurement.

In addition, it should be taken into account that each page of the submitted tender offer must contain a signature, seal (if used by the participant) and the initials of the authorized person of the participant.

The Organizer may apply for confirmation of the information and documents provided by the participant to verify their validity and authenticity. In case of providing any inaccurate information, the participant's proposal is not considered and cannot be accepted.

Bids that are incomplete or not submitted in the manner described above will be excluded. Suppliers are invited to present their best offers in the initial tender. Mission East will not negotiate with suppliers on the price of the tenders received.

If you have any questions about the requirements for the invitation to participate in the tender, please send them in writing to nbu-ua@missioneast.org.

Please do not send tender proposals to this address. It is prohibited to negotiate the price with this contact person, and this person will not be involved in making decisions regarding this contract.

Selection criteria

Mission East selects suppliers/consultants to contract on the basis of value for money, in accordance with humanitarian aid requirements and principles. The following criteria will be considered for this tender:

1. The cost is 80% of the specific weight.

2. Evidence of capacity and reliability based on past positive experience of working with Mission East with the contractor or recommendations of other humanitarian organizations, international (intergovernmental) programs for the restoration (reconstruction/new construction) of social facilities (educational institutions) affected by military actions or evidence of similar construction contracts (reconstruction/new construction) of educational institutions with non-governmental organizations for support and/or development within the framework of humanitarian support in the past, etc.

In the case of positive experience of cooperation in similar projects of restoration - construction (reconstruction/new construction) of social infrastructure objects (educational institutions) damaged as a result of military actions and/or in the presence of recommendations from other humanitarian organizations within the framework of implementation of support and/or development programs in within the framework of humanitarian support (in part construction (reconstruction/new construction), incl. non-governmental counterparties, the participant receives **20% of specific weight**.

For this, in the accompanying letter provided by the participant for the procurement, the participant must indicate the presence or absence of confirmation of such non-price criteria with a mandatory reference to such criterion and providing a copy of the document confirming compliance with such non-price criterion (**feedback letter, letter of recommendation, card of the implemented project signed by the humanitarian organization, etc.**).

Exclusion criteria

We inform you that in case of indicating any inaccurate data, fraudulent actions of the participant related to participation in this procurement will lead to immediate notification of law enforcement agencies and prosecution of the participant.

In addition, such a participant will be deprived of the right to participate in such purchases of Mission East and, accordingly, the conclusion of any contracts with Mission East.

The final decision on tenders will be made by the tender committee formed by Mission East to conduct this tender.

The exclusion criteria are:

- a) If any of the following applies to a bidder at the time of bid submission or at any time during the procurement process, the bidder will be disqualified from consideration of bids (further bidding) by Mission East. The Participant may also be blacklisted for future Mission East procurement.
- b) Violation of sanctions and support for terrorism:
 - a) A company, organization or person related to the tender is included in the list of sanctions and embargoes of the United Nations Security Council, the European Union or member states of the EU, the United States (OFAC) or the United Kingdom (OFSI).
 - b) they have provided support (material or otherwise) or any resource to any natural or legal person who engages in, plans, sponsors, participates or has participated in terrorist activities; or to anyone acting as an agent of such person or entity;
 - c) they are associated with or own, control or influence a designated terrorist organization;
 - d) They do not comply with the laws and regulations provided by the UN Security Council's anti-terrorism policy and sanctions, as well as those provided by the European Union and its member states, the United Kingdom or the United States of America.

Unacceptable interaction with Mission East

- h) have engaged in corrupt, fraudulent, collusive or coercive conduct in their dealings with Mission East or its partners in connection with the current procurement process or at any time in the past;
 - i) They are subject to a conflict of interest. If there is any personal or business relationship between the tenderer and Mission East staff, its partners or donors, the tenderer must declare this during the tender and this may result in the disqualification of the tenderer;
 - j) Following another procurement or grant procedure with Mission East, its partners or funded by the European Union, they have been declared to be in serious breach of contract due to failure to fulfill their contractual obligations;
 - k) They are guilty of misrepresenting or failing to provide information required by Mission East in the procurement process.
- Unethical practices of the bidder
- l) they are involved in the exploitation of child labor or in other forms of human trafficking;
 - m) they do not respect the basic social rights of their employees and working conditions in accordance with international labor standards;
 - n) They actively support conflict or are engaged in the production of weapons and/or anti-personnel mines, or the sale of such weapons to governments that systematically violate the human rights of their citizens, or where there is internal armed conflict or significant tension, or where the sale of arms may endanger threat to regional peace and security.
 - o) They are involved in unethical exploitation of natural resources, particularly sensitive commodities such as precious metals, stones and rare earth elements.
 - p) They engage in activities that directly harm the populations that Mission East aims to help, including environmental harm to their communities.

Inadmissible legal situation of the participant

- q) *They are bankrupt, subject to insolvency or liquidation, their cases are pending before a court, have entered into an agreement with creditors, suspended economic activity, are the subjects of proceedings related to these cases or are in any similar situation arising from such proceedings, provided for by national legislation or regulations;*

r) It has been determined by a final court order or by any other means that Mission East can justify that the tenderer is guilty of serious professional misconduct by violating the relevant laws or regulations or ethical standards of the profession to which the tenderer belongs, or by participating in any any unlawful conduct that affects his professional credibility, if such conduct indicates unlawful intent or gross negligence.

s) they have not fulfilled their obligations to pay social insurance contributions or pay taxes in accordance with current legislation;

t) they have been the subject of a final court conviction for fraud, corruption, participation in a criminal organization, money laundering, concealment of illegally obtained financial benefits or any other illegal activity that harms Mission East or the financial interests of its donors;

Bidders must complete and sign a “Supplier Due Diligence Form” and submit it with their bid documents to certify that they are not in any of the situations listed above. Even if such confirmation is provided by the tenderer, Mission East will investigate any of the situations listed above if it has reasonable grounds to doubt the content of such confirmation.

Anti-Fraud Policy

Mission East has a zero tolerance approach to corruption and fraud in all its forms. Mission East is committed to preventing fraudulent activity and responding promptly and effectively to any allegations or potential fraud. Pursuant to Mission East's Anti-Fraud Policy, which can be viewed on the Mission East website, Mission East requires a supplier to notify Mission East of any suspected fraud, waste, theft or abuse. Any reports of such misconduct can be reported to Mission East headquarters using the contact details on the website.

How will Mission East decide who wins the contract?

Mission East has a bid committee consisting of at least 3 members who will open and evaluate all bids received. First, we will check that all bids are completed and submitted on time. Incomplete or late tenders will be rejected. We will then evaluate the tenders against the selection criteria listed above and select the supplier that offers the lowest price and best meets all other selection criteria. Any vendor that meets one of the exclusion criteria will be rejected.

Payment

Bidders should be aware that if they are selected for this contract, payment will be made under the following conditions: **30% after signing the contract and 70% after the full completion of the relevant stage of work.** Please note that the contract will include agreed dates (deadlines, and penalties may be applied for delay in the provision of services).

Applications

- **Form (Information about the participant).**
- **Defective act (scope of work).**

Form (Information about the participant).

Participant details

Full and abbreviated name of the Participant	<i>(The participant fills in the relevant information)</i>
Identification code of a legal entity (EDRPOU code)	<i>(The participant fills in the relevant information)</i>
Legal address	<i>(The participant fills in the relevant information)</i>
Actual address	<i>(The participant fills in the relevant information)</i>
Phone	<i>(The participant fills in the relevant information)</i>
Email address	<i>(The participant fills in the relevant information)</i>
Type of business entity	<i>(The participant fills in the relevant information)</i>
Chosen taxation system	<i>(The participant fills in the relevant information)</i>
Main activities according to the Classification of Economic Activities	<i>(The participant fills in the relevant information)</i>
Information about the authorized person of the participant to sign the tender offer and contract documents	<i>(The participant fills in the relevant information)</i>
Name of the financial institution (bank) in which the Participant has opened an account; bank account number to which payment will be made under the contract.	<i>(The participant fills in the relevant information)</i>
Information about the ultimate beneficial owner of the participant	<i>(The participant fills in the relevant information)</i>
Country of registration of the participant	<i>(The participant fills in the relevant information)</i>

Defective act for "Current repair of part of the premises of the Communal Non-Commercial Enterprise "Snihuriv City Hospital" of the Snihuriv City Council at the address: st. Zhovtneva, 1, Snihurivka, Bashtanka district, Mykolaiv region"

Defective act

The defective act is located on the following web resource: [***https://missioneast.org/en/ukraine-tender-2026/***](https://missioneast.org/en/ukraine-tender-2026/)