



INTERNATIONAL FOUNDATION FOR ELECTORAL SYSTEMS

RFQ-19-071

Questions and Answers

1. What is the total estimated budget of the contract?

IFES Responds: The contract ceiling is estimated up to 5,000,000 UAH based on availability of funds.

2. What term of the contract is planned?

IFES Responds: The period of performance for this service contract will be from 12 to 18 months

3. What is the estimated contract volume? (question from several prospective bidders)

IFES Responds: Volume will differ based on circumstances and intensity of program activities. The vendor should be able to manage few (2-3) tasks/events simultaneously in multiple regions of Ukraine.

4. Please submit a tender offer with a list of required services

IFES Responds: Required services are listed in the Scope of Work of the RFQ pages 5 to 7.

5. Is the cost of services subject to VAT? Is your organization a VAT payer or tax exempt?

IFES Responds: IFES gets funds from multiple donors and some are exempt from certain taxes in Ukraine (mainly VAT), if event is funded by that donor IFES will request same exemption from the successful contractor. All details on this matter will be communicated with successful contractor.

6. What form of payment is acceptable to you- prepayment, in case of delay, how many days?

IFES Responds: IFES will not provide prepayment for the services, IFES expects invoice with detailed breakdown of expenses to get from the vendor within 60 days from services performed and will pay invoices on a monthly basis. All details on this matter will be communicated with successful contractor.

7. What language should the proposal be in?

IFES Responds: As stated in the RFQ section 7. Qualifications & References, “All correspondence should be in English or Ukrainian,” but please note that English language is preferable for public apprehension.