

INVITATION TO BID

THIS IS NOT AN ORDER

To: ALL BIDDERS

CTBTO Ref. No.: 2023-0008/Stomov
(PLEASE QUOTE ON ALL COMMUNICATIONS)

Tel. No.: +43 (1) 26030-6350
E-mail: procurement@ctbto.org

Attn.:

Phone:
Fax:
Email:

Date: 28 March 2023



Title of Request: PROVISION OF COMPUTER EQUIPMENT AND SERVICES FOR IMS STATIONS

Deadline for Submission: 18 April 23

Vienna Local Time: 17:00

The Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization (hereinafter referred to as the 'Commission') hereby invites you to bid the following items as per conditions listed below.

Item	Description and Requirements	Quantity	U/M
1	Computer Equipment	1	Lot

When preparing your bid, please follow the attached instructions. You are kindly requested to complete and return the acknowledgement form by e-mail as soon as possible. If you have any questions you should contact the e-mail address indicated above. We look forward to receiving your bid.

Yours sincerely,



Sally ALVAREZ DE SCHREINER
Chief, Procurement Section

ACKNOWLEDGEMENT FORM

Solicitation No: 2023-0008	Closing Date: 18 April 23
Title: PROVISION OF COMPUTER EQUIPMENT AND SERVICES FOR IMS STATIONS	Vienna Local Time: 17:00

Procurement Staff: Alexandre Stomov

CTBTO Req. No.: 0010021318

Please complete 'A' or 'B' or 'C'
and Return

WITHIN FIVE (5) DAYS

THE PREPARATORY COMMISSION FOR THE
COMPREHENSIVE NUCLEAR-TEST-BAN TREATY ORGANIZATION (CTBTO)

by email to
procurement@ctbto.org

A: We shall submit our bid

By: _____
(date)

Company Name: _____
Contact Name: _____
Email/Tel: _____

B: We may submit and will advise

By: _____
(date)

Company Name: _____
Contact Name: _____
Email/Tel: _____

C: We will not submit a bid for the following reason(s)

___ our current workload does not permit us to take on additional work at this time;
___ we do not have the required expertise for this specific project;
___ insufficient time to prepare a proper submission;
___ other (please specify) _____

Company Name: _____
Contact Name: _____
Email/Tel: _____

INSTRUCTIONS FOR PREPARATION AND SUBMISSION OF BIDS

1. General

The Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization (the Commission) with its headquarters in Vienna is the International Organization mandated to establish the global verification system foreseen under the Comprehensive Nuclear-Test-Ban Treaty (CTBT), which is the Treaty banning any nuclear weapon test explosion or any other nuclear explosions. The Treaty provides for a global verification regime, including a network of 321 stations worldwide, a communication system, an International Data Centre and on-site inspections to monitor compliance with the Treaty.

This Invitation to Bid (ITB) is for the provision of goods/services/works as described in the attached Specifications.

Bids shall meet all requirements stated in the Specifications. For this project, the Commission is seeking capabilities, which will ensure that the tasks are accomplished expeditiously and at a reasonable cost.

In case of an award, the following documents shall govern the Contract and in case of discrepancies or inconsistencies, the documents to prevail shall be given precedence in the following order:

- (a) The Contract;
- (b) The Commission's General Conditions of Contract (Annex A to the Contract);
- (c) The Commission's Specifications (Annex B);
- (d) The Bidder's Offer (Bid) (Annex C).

2. Documents included in this ITB

This ITB consists of the following documents:

- (a) Letter of Invitation
- (b) Instructions for Preparation and Submission of Bids
 - Attachment 1: Mandatory Outline and Requirements of the Technical Bid
 - Attachment 2: Compliance Matrix
 - Attachment 2.1: Commercial Matrix
 - Attachment 3: Procedure for submission of electronic offers in 2 sealed files
- (c) List of CTBT Member States
- (e) Statement of Confirmation
- (f) Vendor Profile Form

Note: In the event of award, the Bid will be incorporated as Annex C to the Purchase Order.

3. Amendment of ITB Documents

At any time prior to the closing date for submission of Bids, the Commission may, for any reason, modify the ITB documents by amendment. The Commission may consider extending the deadline in order to allow adequate time for considering the modifications in the preparation of the Bid.

4. Language of the Bid

The Bid and all correspondence and documents relating to it shall be in English.

5. Format and Submission of the Bid

The Bid shall be typed, dated and signed by an official legally authorized to enter into contracts on behalf of the Bidder. The Bid shall not contain any interlineations, erasures or overwriting except as necessary to correct errors, in which case such corrections shall be initialled by the authorized person(s) signing the Bid.

The Bid shall be submitted electronically according to the attached “PROCEDURE FOR SUBMISSION OF ELECTRONIC OFFERS IN 2 SEALED FILES”.

Bids sent by regular e-mail, unless clearly submitted as electronically sealed bids as indicated above and following the instructions outlined in Attachment 3 will not be considered and may lead to the rejection of the bidder from the procurement process.

The Bid shall be received not later than the closing date indicated in the Letter of Invitation.

6. Requests for Clarifications and Contacting the Commission

The Commission will issue clarifications, if required. Bidders are requested to e-mail any questions pertaining to this ITB as soon as possible after receipt of the solicitation documents, but in any case no later than **7** business days prior to the Closing Date. No requests for clarifications will be entertained after this time. Questions will only be accepted via e-mail and should be sent to:

E-mail: procurement@ctbto.org
Subject: Request for Clarifications - ref. “ITB 2023-0008/STOMOV PROVISION OF COMPUTER EQUIPMENT AND SERVICES FOR IMS STATIONS”

The Commission will make all reasonable efforts to issue the clarifications not later than 5 business days prior to the Closing Date.

Bidders shall not contact the Commission on any matter relating to the Bid after its submission and until the award of the Contract. Any attempt to influence the Commission in its evaluation of the Bid or the contract award decision may result in the rejection of the Bid.

7. Eligible Goods and Services

The goods and related services (if any) to be rendered under the Purchase Order shall have their origin in the Member States of the Comprehensive Nuclear-Test-Ban Treaty (CTBT), the list of which is attached to this ITB. For purposes of this paragraph, "the origin" means the place from where the materials, goods and/or from which the services are supplied.

8. Type of Contract and Payment

The Commission intends to conclude a Contract based on the Commission’s standard Contract. Terms of payments are described in Clause 13 of the Model Contract

9. Preparation of the Bid

The Bid shall contain, but not necessarily be limited to, the information described below.

The Bid shall be composed of the following separate parts:

- I. **Technical Bid**; and
- II. **Financial Bid**;
- III. **Financial Bid without prices**

providing, but not limited to, the following information:

PART I: TECHNICAL BID

Please state the reference number and the date of this ITB in the Bid and any correspondence relating to it.

Mandatory Outline and Requirements of the Technical Bid

The Technical Bid shall be submitted in accordance with the structure set out in *Attachment 1* (“*Mandatory Outline and Requirements of the Technical Bid*”) attached hereto. Bidders shall provide all the information requested in this document but may provide additional related content as attachments. Where applicable, minimum requirements have also been referenced from the Specifications for the convenience of the bidders.

Bidder’s Statement, Statement of Confirmation and Vendor Profile Form

The attached Bidder’s Statement, Statement of Confirmation and Vendor Profile Form shall be duly filled-in, signed and submitted as part of the Technical Bid.

Description of the goods and services

An explanation of the bidder’s understanding of the goods and services to be provided and an overall preliminary operational plan for the execution of the services.

Specifications

The Bid shall include a detailed description of the items proposed, including a section-by-section response to the Specifications and include relevant technical literature.

The Bid shall also provide any other relevant issue which the bidder would like to bring to the attention of the Commission whether or not having cost implications.

Commission’s Inputs

A description of the expected inputs/resources to be made available by the Commission and at what stage of the services.

Qualifications

Documentary evidence of the bidder’s qualifications to provide the Services, which shall establish to the Commission’s satisfaction that the bidder has technical capability necessary to perform the Contract and other necessary ongoing services as required.

Personnel

Curriculum vitae of key personnel proposed for this contract, including technical experience to provide the services.

Sub-Contractors

Names, legal status, address and qualifications of subcontractor(s), if any, and the scope of the subcontracted services. The Bid shall provide a statement that your organization shall be fully responsible for the performance of sub-contractors. All sub-contractors shall be legally established in one of the CTBTO Member States.

Insurance

Insurance to be included in the Bid must be for All Risk, covering 110% of the cost of the equipment proposed, and from the date/place of the shipment to the date/place the delivery is completed. The insurance shall be in the name of the supplier and the Commission. You are requested to confirm that you will provide this insurance coverage.

PART II: FINANCIAL BID

In the Financial Bid, bidders shall include, at the minimum, the following:

- i. The duly filled-out Attachment 2.1 (Commercial Matrix).
- ii. Description of the costs of the equipment/goods, packing and handling, insurance, transportation and freight, customs clearance (if applicable) and local delivery to Vienna, Austria to the office of CTBTO. The delivery terms shall be DAP (Delivered at Place) INCOTERMS 2020, door-to-door CTBTO, Vienna, Austria.
- iii. Adequate justification and calculation of each proposed item. All individual costs shall be stated in EURO (for EU Companies) or US Dollars and be computed to constitute the total price.
- iii. Estimated costs for travel based on the most economic and direct route.
NOTE: Please refer to Clause 5(j)-(k) and 13.1 regarding per diem charges and other estimates costs and related payment terms, respectively.

Indirect Taxes

In principle the Commission is exempt from taxes. Since the arrangement under which such exemption is respected varies from country-to-country, the selected bidder will be informed by the Commission whether tax exemption will occur at source or whether taxes paid by the selected bidder will be reimbursed by the Commission upon submission of the original supporting documentation. “**Taxes**” means all direct and indirect taxes (including value added tax, general sales tax or goods and services tax), assessments, fees, customs duties, liens and charges in as much as they are levied in conclusion or implementation of the Contract, including customs restrictions and charges of similar nature in respect of articles imported or exported for the Commission’s official use.

For Austrian companies

The price quoted shall be net of Taxes. All applicable Taxes payable by the selected bidder at the conclusion or implementation of the Contract in respect of the goods/services shall be quoted separately or be separately identified on the Bid together with information on the nature of the tax and its method of calculation.

For European Union (EU) Companies

The price quoted shall be net of Taxes. All applicable Taxes payable by the selected bidder at the conclusion or implementation of the Contract in respect of the goods/services shall be quoted separately or separately identified on the Bid together with information on the nature of the Tax and its method of calculation. Due to the VAT exemption applicable to the Commission, no VAT will be charged to the Commission by the EEC Suppliers under the Contract (Ref. EU VAT Council Directive 2006/112/EC, Article 151).

For Non-EU Companies

The price quoted shall be net of Taxes. All applicable Taxes payable by the selected bidder at the conclusion or implementation of the Contract in respect of the goods/services shall be quoted separately or be separately identified on the Bid together with information on the nature of the tax and its method of calculation. For deliveries to Vienna, Austria, and due to the tax exemption at source applicable to the Commission, no Taxes shall be charged to the Commission under the Contract.

10. Completeness and Correctness of the Bid

The Commission reserves the right to verify all information furnished by you in the Bid through a source of its choice. Any inaccurate information so given may lead to the rejection of the Bid.

11. Validity of the Bid

The Bid shall be valid for 90 (ninety) days after the deadline for its submission to the Commission, unless an extension of validity has been requested by the Commission.

12. Correction of Errors

The Commission will check the Bid for any arithmetic errors. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected.

13. Evaluation of the Bid and Award

The Commission will first conduct a technical evaluation based on the requirements specified in the Specifications (Annex B).

If the Bid fails to meet the minimum technical requirements for any one criterion, the entire Bid will not be considered further. If the Bid meets the minimum technical requirements, only the Financial Bid of those bidders that meet or exceed the minimum technical requirements of all items will be evaluated for its commercial acceptability. The Commission will evaluate the following:

- Contractual compliance.
- Financial acceptability

The Commission, based on the technical and financial evaluation, will determine the Bid that “substantially conforms to the requirements set forth in the Solicitation Documents and is evaluated to be the one with the lowest cost to the Commission”.

The Commission reserves the right, as it deems appropriate, to award to a single bidder, to award to multiple bidders in any combination or not to award to any of the bidders as a result of this RFP.

14. Negotiations of the Bid

The Commission reserves the right to request clarifications on the Bid and to enter into negotiations regarding technical or commercial aspects of the Bid before awarding the Contract under this ITB.

15. Modification and Withdrawal of the Bid

You may modify or withdraw the Bid after its submission, provided that written notice of the modification or withdrawal is received by the Commission by the closing date for the submission

of the Bid. The Bid may not be modified subsequent to the closing date without the consent of the Commission.

16. The Commission’s Right to Reject the Bid

The Commission reserves the right to accept or reject the Bid or to annul this procurement process at any time prior to the award of contract without having to inform the Invitee(s) of the grounds therefore, without thereby incurring any liability to the Invitee(s).

17. Costs of preparation and submission of the Bid

Bidders shall bear all the costs associated with the preparation and submission of its Bid and the Commission will not be responsible or liable for those costs, regardless of the outcome of this ITB.

18. Proprietary Information

All documentation and information contained in this ITB are proprietary to the Commission and shall not be duplicated, used or disclosed -in whole or in part- for any purpose other than to evaluate them and respond to the Commission's request for Bid or otherwise without prior written agreement of the Commission.

Use of former Preparatory Commission for the CTBTO (“Commission”) employees in the preparation of Bids:

A Bidder must not, in the absence of prior written approval from the Commission, permit a person to contribute to, or participate in, any process relating to the preparation of a Bid or the procurement process if the person:

- a. At any time during the 12 months immediately preceding the date of issue of the Solicitation was an official, agent, servant or employee of, or otherwise engaged by the Commission;
- b. At any time during the 24 months immediately preceding the date of issue of the Solicitation was an employee of the Commission personally engaged, directly or indirectly, in the definition of the requirements, project or activity to which the Solicitation relates.

Attachment 1

Mandatory Outline and Requirements of the Technical Bid

Bidders are required to provide a sufficiently detailed Technical Bid to fully demonstrate a thorough knowledge and understanding of the requirements for the requested equipment, goods and related services, necessary capabilities and expertise to deliver and meet the Contract requirements.

Mandatory Table of Contents and Format

Bidders shall submit a Technical Bid in accordance with the Mandatory Table of Contents and Format described below. The format ensures that all aspects of the Contract requirements are addressed and provides additional guidance to ensure that each Technical Bid contains the necessary level of detail to facilitate accurate assessment of each Bid.

Bidders shall follow the Table of Contents for the main body of the Bid but may enclose additional and/or related content as necessary via attachments.

Technical Volume- Mandatory Outline (Table of Contents and Format)

Item	Minimum content for each section
<i>Executive Summary</i>	
	Provide an overview/summary of the overall Bid.
<i>1. Company Overview</i>	
<i>1.1 Corporate Qualifications & Experience</i>	<p>The Bidder shall provide documentary evidence of its qualification to provide the Commission with satisfactory guarantee of its technical and financial capability to deliver the products and services forming the requirements of this Contract. Such information shall include, but not be limited to the following:</p> <ul style="list-style-type: none">(a) At least three relevant project examples describing the manufacture and delivery of goods and services of similar type, scope and quality to those described in the Specifications(b) Confirmation that the company was in existence for at least 5 years prior to the submission of the Proposal.(c) Details elaborating on the bidder's manufacturing & logistical capabilities(d) Describe the established risk management and risk mitigation measures. Provide an overview of what strategies are in place to manage and mitigate key risks that could affect the delivery of the equipment, goods and related services.

Item	Minimum content for each section
1.2 Subcontractor(s)	<p>In case the bidder requires the services of subcontractors, the Proposal shall include:</p> <ul style="list-style-type: none"> (a) Relationship of the Bidder's business to any sub-contractor(s) that will be used. (b) Names, addresses, legal status and qualifications of major sub-contractor(s) proposed by your organisation. (c) The scope of work and nature of subcontracting; and (d) A statement that the Bidder's organisation, shall act as the main contractor, baring full responsibility for the performance of its subcontractors
2. Contract Deliverables	
	<ul style="list-style-type: none"> (a) Demonstrate understanding of the Deliverables detailed in Sections 2.1 – 2.6, 3 and 4 of the Specifications. (b) Provide a written agreement that the Commission may order any single deliverable or accessories at any given time.
	<ul style="list-style-type: none"> (c) The Bidder's bid shall contain a comprehensive list of parts for all deliverables / goods and services listed under Specifications sections 2.1 – 2.6, 3 and 4 and procurable through the FRD under this Contract. All the deliverables shall be clearly defined. The remote technical support and Engineering services requested under sections 3 and 4 of the Specifications shall be presented in person/day quantities.
3. Provision of Remote Technical Support services	
	<p>Provide detailed description elaborating on the specifics and capacity to deliver related Remote Technical Support services, listed under section 3 of the Specifications, including per person/hour and/or person/day quantities.</p>
4. Provision of Expert Engineering and/or Integration services	
	<p>Provide detailed description elaborating on the specifics and capacity to deliver related Expert Engineering and/or Integration Services, listed under section 4 of the Specifications, including per person/hour and/or person/day quantities.</p>
5. Warranty	
	<p>Provide a written confirmation of providing two (2) year warranty support for all deliverables under section 2.1 through 2.5 of the Specifications.</p>

Item	Minimum content for each section
6. Documentation	
	Provide a written assurance that each delivery of hardware and/or software shall be accompanied by the latest versions of technical documentation, user manuals, product descriptions and any relevant operating or maintenance instructions necessary for correct deployment, configuration, operation or maintenance of the deliverables, including material safety data sheets (MSDSs), as per sections 6 and 7.1 of the Specifications.
7. Delivery	
	Provide written agreement with the below delivery requirement: unless otherwise agreed at the time of placement of order by the Commission (i.e. issuance of FRD), the Contractor shall ensure that the delivery date must be as soon as possible but not later than 90 calendar days (incl. weekends and/or holidays) from the date of the release of the FRD.

BIDDER'S NAME: _____

SIGNATURE and SEAL: _____

NAME AND POSITION: _____

DATE: _____

PLACE: _____

Attachment 2 – COMPLIANCE MATRIX

REQUIREMENTS AND MINIMUM TECHNICAL SPECIFICATIONS FOR INDUSTRIAL CLASS COMPUTERS

Please fill in the statements and/or provide descriptions to confirm the minimum technical specifications.

No.	SPECIFICATIONS SECTION: 1 GENERAL	Statement (Yes/No)	Comments and Reference to the Bid page number
1.1	The provision of hardware and related services for items of standard computer equipment and peripherals with fixed prices on call-off basis over a period of three (3) years with an option of extension for two (2) additional periods of twelve (12) months each.		
1.2	The Commission requires the Contractor to provide computer equipment (including packaging and delivery) to its offices in Vienna, Austria on call-off basis through Formal Requests for Delivery (FRD).		
1.3	The Commission makes no firm commitment to purchase any specific quantity or make purchases at any specific time during the contract period. However, the supplier must be able to supply equipment as and when requested by the Commission based on the fixed unit prices quoted in the Financial Bid.		
1.4	An indicative demand for planning purposes only constitutes approximately 75 computer systems each year .		
1.5	The Contractor shall notify the Commission immediately in the event of a model change effecting significant product improvement of the computer equipment or obsolescence issues. The Commission will adopt or upgrade to new technologies and standards while phasing out technologies that are legacy, obsolete, expensive to maintain or operate, or have high costs of ownership.		
1.6	The Contractor shall offer, supply and deliver the following items with, unless otherwise explicitly stated, minimum technical specifications as described in Section 2 of the Specifications.		

No.	SPECIFICATIONS SECTION: 1 GENERAL	Statement (Yes/No)	Comments and Reference to the Bid page number

Deliverable No.	SPECIFICATIONS SECTION: 2 MINIMUM TECHNICAL SPECIFICATIONS	Statement (Yes/No)	Comments and Reference to the Bid page number
2.1.	RUGGEDIZED LOW POWER DC COMPUTER WITH WIDE OPERATING TEMPERATURE RANGE		
Processor	Minimum 6 Cores / 6 Threads, 3 GHz+		
Memory	16 GB minimum		
Data Storage	500-1000 GB Solid State Drive (SSD)		
Power Input	12-36V DC with AC adapter (100-240V AC)		
Power Consumption	< 15W (typical); < 20W (peak)		
Environmental	Operating temperature: 25° C to +60° C Humidity: ≤ 95% , non-condensing Shock & Vibration: IEC 60068-2-27 & IEC 60068-2-64 compliant		
Networking	2 x RJ-45 LAN ports with WoL support		
Interface Ports	2 x RS-232 6 x USB ports minimum 1 x DVI-D port (up to 1920 x 1080) or 1 x DVI-I port (up to 1920 x 1080) 1 x VGA port desired 1 x HDMI port, if DVI-D / DVI-I / VGA ports not available		
Packaging	Not to exceed 300 x 200 x 100 mm; ≤ 5 kg		
Approvals	CE, FCC, RoHS		
Other	Passive cooling		
Operating System	Linux OS support; Win 10 / 7 as an option		

Warranty	2 years		
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Deliverable No.	SPECIFICATIONS SECTION: 2 MINIMUM TECHNICAL SPECIFICATIONS	Statement (Yes/No)	Comments and Reference to the Bid page number
2.2.	RUGGEDIZED LOW POWER DC COMPUTER FOR HIGH VOLUME DATA ACQUISITION		
Processor	Minimum 8 Cores / 8 Threads, 3.6 GHz+		
Memory	16 GB minimum		
Data Storage	500-1000 GB Solid State Drive (SSD)		
Power Input	12-36V DC with AC adapter (100-240V AC)		
Power Consumption	< 20W (typical); < 25W (peak)		
Environmental	Operating temperature: 0° C to +45° C Humidity: ≤ 95%, non-condensing Shock & Vibration: IEC 60068-2-27 & IEC 60068-2-64 compliant		
Networking	2 x RJ-45 LAN ports with WoL support		
Interface Ports	2 x RS-232 6 x USB ports minimum 1 x DVI-D port (up to 1920 x 1080) or 1 x DVI-I port (up to 1920 x 1080) 1 x VGA port desired 1 x HDMI port, if DVI-D / DVI-I / VGA ports not available		
Packaging	Not to exceed 300 x 200 x 100 mm; ≤ 5 kg		
Approvals	CE, FCC, RoHS		

Other	Passive cooling		
Operating System	Linux OS support; Win 10 / 7 as an option		

Deliverable No.	SPECIFICATIONS SECTION: 2 MINIMUM TECHNICAL SPECIFICATIONS	Statement (Yes/No)	Comments and Reference to the Bid page number
2.3.	RUGGEDIZED LOW POWER DC COMPUTER LOW- LOW DATA ACQUISITION OPTION		
Processor	Quad Core processor, 2.4 GHz+		
Memory	8 GB minimum		
Data Storage	500-1000 GB Solid State Drive (SSD)		
Power Input	12-36V DC with AC adapter (100-240V AC)		
Power Consumption	< 12W (typical); < 17W (peak)		
Environmental	Operating temperature: -20° C to +40° C Humidity: ≤ 95% , non-condensing		
Networking	2 x RJ-45 LAN ports with WoL support		
Interface Ports	2 x RS-232 4 x USB ports minimum 1 x DVI-D port (up to 1920 x 1080) or 1 x DVI-I port (up to 1920 x 1080) 1 x VGA port desired 1 x HDMI port, if DVI-D / DVI-I / VGA ports not available		
Packaging	Not to exceed 300 x 200 x 100 mm; ≤ 5 kg		
Approvals	CE, FCC, RoHS		
Other	Passive cooling		
Operating System	Linux OS support; Win 10 / 7 as an option		

Deliverable No.	SPECIFICATIONS SECTION: 2 MINIMUM TECHNICAL SPECIFICATIONS	Statement (Yes/No)	Comments and Reference to the Bid page number
2.4.	RUGGEDIZED NOTEBOOK COMPUTER		
Processor	Intel Core i5 @ 2.7 GHz minimum		
Memory	16 GB minimum		
Data Storage	500-1000 GB Solid State Drive (SSD)		
Display	15" anti-reflective display (1920 x 1080 min)		
Environmental	Operating temperature: -20° C to +55° C Humidity: ≤ 95%, non-condensing Vibration and drop resistant		
Networking	2 x RJ-45 LAN ports Integrated WiFi 802.11a/b/g/n/ac		
Interface Ports	3 x USB ports minimum 1 x HDMI or VGA port 1 x RS-232 port is an asset		
Battery	Long life battery pack (99 Wh or equivalent) Secondary battery bay with battery of similar specification		
Power	100-240VAC, 50/60 Hz (EU plug)		
Packaging	Not to exceed 420 x 330 x 70 mm ≤ 5.5 kg weight without packing materials		
Approvals	CE, FCC, RoHS		
Other	Passive cooling MIL-STD-810H certified is a strong asset		
Operating System	Windows 11 with valid license preinstalled		

Deliverable No.	SPECIFICATIONS SECTION: 2 MINIMUM TECHNICAL SPECIFICATIONS	Statement (Yes/No)	Comments and Reference to the Bid page number
2.5.	PERIPHERALS AND ACCESSORIES		
A.	Spare parts for deliverables 2.1, 2.2, 2.3		
RAM	<ul style="list-style-type: none"> • 32 GB DDR4 SO-DIMM WT RAM • 64 GB DDR4 SO-DIMM WT RAM • 32 GB DDR4 ECC SO-DIMM WT RAM • 64 GB DDR4 ECC SO-DIMM WT RAM 		
SSD	<ul style="list-style-type: none"> • 256 GB SSD, TLC, WT, 2.5" SATA • 512 GB SSD, TLC WT, 2.5" SATA • 1 TB SSD, TLC, WT, 2.5" SATA • 480 GB SSD, 3D NAND, 2.5" SATA • 960 GB SSD, 3D NAND, 2.5" SATA 		
Accessories	<ul style="list-style-type: none"> • DIN rail mounting brackets • DP to VGA adapter • DP to HDMI adapter • DP to DVI adapter • AC adapter (100-240 VAC, 50/60 Hz; EU plug) • DVD+/-RW/CDRW Drive • Blu-Ray Burner/DVD+/- Drive 		
B.	Spare parts for deliverables 2.4		
RAM	<ul style="list-style-type: none"> • 32 GB DDR4 RAM • 64 GB DDR4 RAM 		
SSD	<ul style="list-style-type: none"> • 512 GB SATA SSD • 1 TB SATA SSD 		
Accessories	<ul style="list-style-type: none"> • Spare battery • Backpack • AC adapter (100-240 VAC, 50/60 Hz; EU plug) 		

Deliverable No.	SPECIFICATIONS SECTION: 2 MINIMUM TECHNICAL SPECIFICATIONS	Statement (Yes/No)	Comments and Reference to the Bid page number
2.5.	PERIPHERALS AND ACCESSORIES		
C.	1U 19" rack-mount keyboard tray LCD monitor with built-in KVM switch <ul style="list-style-type: none"> ○ 1U for 19" rack-mountable ○ 19" LCD widescreen with min resolution of 1920 x 1080 ○ Integrated 8 port KVM switch, with interface cables included ○ 100-240 VAC, 50/60Hz ○ HDMI + DVI-D + VGA support is an asset 		
D.	104-Key PC US English QWERTY USB keyboard & Optical USB mouse		
E.	Waterproof fold-up or roll-up keyboard with English QWERTY format and USB interface		
F.	USB Hub Supporting 6 or more USB 3.0 ports, backward compatible with USB 2.0, with interface cable		
G.	FHD Monitor <ul style="list-style-type: none"> ○ 24" - 27" FHD (or similar) monitor with minimum resolution of 1920 x 1080 or better ○ 1 x DVI and/or HDMI + 1 x VGA interfaces minimum 		

Deliverable No.	SPECIFICATIONS SECTION: 2 MINIMUM TECHNICAL SPECIFICATIONS	Statement (Yes/No)	Comments and Reference to the Bid page number
2.6.	MICRO-COMPUTER		
Fit-PC4 PRO	<ul style="list-style-type: none"> • AMD GX-420CA processor with 64-bit quad core processor, 2 GHz (or similar) • 8 GB DDR3 RAM • 1 x SSD drive (64GB+) • 2 x Gbe LAN ports • 2 x USB 3.0, 2 (or more) USB 2.0 • 1 x RS-232 serial port (with DB-9 adapter cable included) • 1 x HDMI (up to 1920 x 1200 @ 60 Hz) display interface • Power supply (100-240 VAC, 50/60 Hz), with EU plug 		
Fitlet2	<ul style="list-style-type: none"> • Intel Atom x7x CPU (or similar) • 8 GB DDR3 RAM • 1 SSD drive (64GB+) • 2 x Gbe LAN pots • 4 x USB ports • 1 x RS-232 serial port (with DB-9 adapter cable included) • 1 x HDMI display interface • Power supply (100-240 VAC, 50/60 Hz), with EU plug 		

Deliverable No.	SPECIFICATIONS SECTION: 3 REMOTE TECHNICAL SUPPORT	Statement (Yes/No)	Comments and Reference to the Bid page number
3	The Contractor shall provide a remote technical support upon request regarding issues relating to installation and integration of operating systems and other software onto computers listed in Section 02. Initial remote technical support response within 48 hours of the Commission's request for assistance is required. The Contractor shall provide hourly or daily technical support.		
Deliverable No.	SPECIFICATIONS SECTION: 4 EXPERT ENGINEERING AND/OR INTEGRATION SERVICES	Statement (Yes/No)	Comments and Reference to the Bid page number
4	As and when required by the Commission, the Contractor shall provide expert Engineering and/or integration services, which may be utilized for assistance of preconfiguring the deliverables with operating system, and or installation of custom Commission-supplied images prior to delivery. The Contractor shall provide person-day support as set out in this Section of the Specifications.		
Deliverable No.	SPECIFICATIONS SECTION: 5 WARRANTY	Statement (Yes/No)	Comments and Reference to the Bid page number
5	All deliverables supplied under sections 2.1 through 2.6 of this Specifications shall be backed-up by a minimum of two (2) year manufacturer warranty. For item 2.4 (Ruggedized Notebook Computer) a 5 years bumper-to-bumper warranty is desired.		
Deliverable No.	SPECIFICATIONS SECTION: 6 DOCUMENTATION	Statement (Yes/No)	Comments and Reference to the Bid page number
6	All documentation, instructions, and user manuals accompanying the hardware deliverables listed under section 2 of the Specifications must be provided in the English language. All deliverables (especially 2.4, containing Lithium-based battery packs) are to be provided with material safety data sheet (MSDSs).		

Deliverable No.	SPECIFICATIONS SECTION: 7 DELIVERY	Statement (Yes/No)	Comments and Reference to the Bid page number
7.1	<p>Delivery to Vienna, Austria</p> <p>Delivery based on DAP (Incoterms 2020) shall be made to the following address:</p> <p>Receiving Area Vienna International Centre (VIC) PTS/CTBTO Wagramer Strasse 5 PO Box 1200 A-1400 Vienna, Austria.</p>		
	<p>It is the responsibility of the Contractor to arrange packaging, insurance and safe delivery of the requested items of equipment to the Commission without any damage and in full accordance with the relevant FRD. The Contractor shall be liable for any damage to equipment until its written acceptance by the Commission.</p>		
	<p>The following additional information shall be provided for items with each delivery, where relevant:</p> <ul style="list-style-type: none"> (a) Material safety data sheet (MSDS); (b) Data sheet and technical specifications for computer battery packs; (c) Country of origin; (d) MIL certificate (if available). 		
7.2	Delivery Date		
a	<p>Unless otherwise agreed at the time of placement of order by the Commission (i.e. issue of FRD), the delivery date must be as soon as possible but not later than 90 calendar days (incl. weekends and/or holidays) from the date of the issuance of the FRD.</p>		

ATTACHMENT 2.1 – COMMERCIAL MATRIX

Currency: EUR or USD

DELIVERABLE	INITIAL PERIOD 3 YEARS UNIT COST	UP TO TWO 12 MONTHS OPTIONAL EXTENSION(S) UNIT COST	COMMENTS
<p>1. RUGGEDIZED LOW POWER DC COMPUTER WITH WIDE OPERATING TEMPERATURE RANGE</p> <p><i>Processor</i> <i>Minimum 6 Cores / 6 Threads, 3 GHz+</i></p> <p><i>Memory</i> <i>16 GB minimum</i></p> <p><i>Data Storage</i> <i>500-1000 GB Solid State Drive (SSD)</i></p> <p><i>Power Input</i> <i>12-36V DC with AC adapter (100-240V AC)</i></p> <p><i>Power Consumption</i> <i>< 15W (typical); < 20W (peak)</i></p> <p><i>Environmental</i> <i>Operating temperature: 25° C to +60° C</i> <i>Humidity: ≤ 95%, non-condensing</i> <i>Shock & Vibration: IEC 60068-2-27 & IEC 60068-2-64 compliant</i></p> <p><i>gNetworking</i> <i>2 x RJ-45 LAN ports with WoL support</i></p> <p><i>Interface</i> <i>Ports</i> <i>2 x RS-232</i> <i>6 x USB ports minimum</i> <i>1 x DVI-D port (up to 1920 x 1080) or</i> <i>1 x DVI-I port (up to 1920 x 1080)</i> <i>1 x VGA port desired</i> <i>1 x HDMI port, if DVI-D / DVI-I / VGA ports not available</i></p> <p><i>Packaging</i> <i>Not to exceed 300 x 200 x 100 mm; ≤ 5 kg</i></p> <p><i>Approvals</i> <i>CE, FCC, RoHS</i></p> <p><i>Other</i> <i>Passive cooling</i></p> <p><i>Operating System</i> <i>Linux OS support; Win 10 / 7 as an option</i></p>			
<p>SHIPPING</p>	<p>DAP CTBTO, Vienna, Austria</p>		

DELIVERABLE	INITIAL PERIOD 3 YEARS UNIT COST	UP TO TWO 12 MONTHS OPTIONAL EXTENSION(S) UNIT COST	COMMENTS
<p>2 RUGGEDIZED LOW POWER DC COMPUTER FOR HIGH VOLUME DATA ACQUISITION</p> <p><i>Processor</i> <i>Minimum 8 Cores / 8 Threads, 3.6 GHz+</i></p> <p><i>Memory</i> <i>16 GB minimum</i></p> <p><i>Data Storage</i> <i>500-1000 GB Solid State Drive (SSD)</i></p> <p><i>Power Input</i> <i>12-36V DC with AC adapter (100-240V AC)</i></p> <p><i>Power Consumption</i> <i>< 20W (typical); < 25W (peak)</i></p> <p><i>Environmental</i> <i>Operating temperature: 0° C to +45° C</i> <i>Humidity: ≤ 95%, non-condensing</i> <i>Shock & Vibration: IEC 60068-2-27 & IEC 60068-2-64 compliant</i></p> <p><i>Networking</i> <i>2 x RJ-45 LAN ports with WoL support</i></p> <p><i>Interface</i> <i>Ports</i> <i>2 x RS-232</i> <i>6 x USB ports minimum</i> <i>1 x DVI-D port (up to 1920 x 1080) or</i> <i>1 x DVI-I port (up to 1920 x 1080)</i> <i>1 x VGA port desired</i> <i>1 x HDMI port, if DVI-D / DVI-I / VGA ports not available</i></p> <p><i>Packaging</i> <i>Not to exceed 300 x 200 x 100 mm; ≤ 5 kg</i></p> <p><i>Approvals</i> <i>CE, FCC, RoHS</i></p> <p><i>Other</i> <i>Passive cooling</i></p> <p><i>Operating System</i> <i>Linux OS support; Win 10 / 7 as an option</i></p>			
<p>SHIPPING DAP CTBTO, Vienna, Austria (INCOTERMS 2020)</p>			

DELIVERABLE	INITIAL PERIOD 3 YEARS UNIT COST	UP TO TWO 12 MONTHS OPTIONAL EXTENSION(S) UNIT COST	COMMENTS
<p>3 RUGGEDIZED LOW POWER DC COMPUTER LOWDATA ACQUISITION</p> <p><i>Processor</i> <i>Quad Core processor, 2.4 GHz+</i></p> <p><i>Memory</i> <i>8 GB minimum</i></p> <p><i>Data Storage</i> <i>500-1000 GB Solid State Drive (SSD)</i></p> <p><i>Power Input</i> <i>12-36V DC with AC adapter (100-240V AC)</i></p> <p><i>Power Consumption</i> <i>< 12W (typical); < 17W (peak)</i></p> <p><i>Environmental</i> <i>Operating temperature: -20° C to +40° C</i> <i>Humidity: ≤ 95%, non-condensing</i></p> <p><i>Networking</i> <i>2 x RJ-45 LAN ports with WoL support</i></p> <p><i>Interface</i> <i>Ports</i> <i>2 x RS-232</i> <i>4 x USB ports minimum</i> <i>1 x DVI-D port (up to 1920 x 1080) or</i> <i>1 x DVI-I port (up to 1920 x 1080)</i> <i>1 x VGA port desired</i> <i>1 x HDMI port, if DVI-D / DVI-I / VGA ports not available</i></p> <p><i>Packaging</i> <i>Not to exceed 300 x 200 x 100 mm; ≤ 5 kg</i></p> <p><i>Approvals</i> <i>CE, FCC, RoHS</i></p> <p><i>Other</i> <i>Passive cooling</i></p> <p><i>Operating System</i> <i>Linux OS support; Win 10 / 7 as an option</i></p>			
<p>SHIPPING</p> <p>DAP CTBTO, Vienna, Austria</p>			

DELIVERABLE		INITIAL PERIOD 3 YEARS UNIT COST	UP TO TWO 12 MONTHS OPTIONAL EXTENSION(S) UNIT COST	COMMENTS
4 RUGGEDIZED NOTEBOOK COMPUTER				
<i>Processor</i>	<i>Intel Core i5 @ 2.7 GHz minimum</i>			
<i>Memory</i>	<i>16 GB minimum</i>			
<i>Data Storage</i>	<i>500-1000 GB Solid State Drive (SSD)</i>			
<i>Display</i>	<i>15" anti-reflective display (1920 x 1080 min)</i>			
<i>Environmental</i>	<i>Operating temperature: -20° C to +55° C Humidity: ≤ 95%, non-condensing Vibration and drop resistant</i>			
<i>Networking</i>	<i>2 x RJ-45 LAN ports Integrated WiFi 802.11a/b/g/n/ac</i>			
<i>Interface Ports</i>	<i>3 x USB ports minimum 1 x HDMI or VGA port 1 x RS-232 port is an asset</i>			
<i>Battery</i>	<i>Long life battery pack (99 Wh or equivalent) Secondary battery bay with battery of similar specification</i>			
<i>Power</i>	<i>100-240VAC, 50/60 Hz (EU plug)</i>			
<i>Packaging</i>	<i>Not to exceed 420 x 330 x 70 mm ≤ 5.5 kg weight without packing materials</i>			
<i>Approvals</i>	<i>CE, FCC, RoHS</i>			
<i>Other</i>	<i>Passive cooling MIL-STD-810H certified is a strong asset</i>			
<i>Operating System</i>	<i>Windows 11 with valid license preinstalled</i>			
SHIPPING	DAP CTBTO, Vienna, Austria (INCOTERMS 2020)			

DELIVERABLE		INITIAL PERIOD 3 YEARS UNIT COST	UP TO TWO 12 MONTHS OPTIONAL EXTENSION(S) UNIT COST	COMMENTS
5 PERIPHERALS AND ACCESSORIES				
A.	Spare parts for deliverables 2.1, 2.2, 2.3			
RAM	<ul style="list-style-type: none"> • 32 GB DDR4 SO-DIMM WT RAM • 64 GB DDR4 SO-DIMM WT RAM • 32 GB DDR4 ECC SO-DIMM WT RAM • 64 GB DDR4 ECC SO-DIMM WT RAM 			
SSD	<ul style="list-style-type: none"> • 256 GB SSD, TLC, WT, 2.5" SATA • 512 GB SSD, TLC WT, 2.5" SATA • 1 TB SSD, TLC, WT, 2.5" SATA • 480 GB SSD, 3D NAND, 2.5" SATA • 960 GB SSD, 3D NAND, 2.5" SATA 			
Accessories	<ul style="list-style-type: none"> • DIN rail mounting brackets • DP to VGA adapter • DP to HDMI adapter • DP to DVI adapter • AC adapter (100-240 VAC, 50/60 Hz; EU plug) • DVD+/-RW/CDRW Drive • Blu-Ray Burner/DVD+/- Drive 			
B.	Spare parts for deliverables 2.4			
RAM	<ul style="list-style-type: none"> • 32 GB DDR4 RAM • 64 GB DDR4 RAM 			
SSD	<ul style="list-style-type: none"> • 512 GB SATA SSD • 1 TB SATA SSD 			
Accessories	<ul style="list-style-type: none"> • Spare battery • Backpack • AC adapter (100-240 VAC, 50/60 Hz; EU plug) 			
SHIPPING	DAP CTBTO, Vienna, Austria			

DELIVERABLE	INITIAL PERIOD 3 YEARS UNIT COST	UP TO TWO 12 MONTHS OPTIONAL EXTENSION(S) UNIT COST	COMMENTS
6 PERIPHERALS AND ACCESSORIES C. 1U 19” rack-mount keyboard tray LCD monitor with built-in KVM switch <ul style="list-style-type: none"> ○ 1U for 19” rack-mountable ○ 19” LCD widescreen with min resolution of 1920 x 1080 ○ Integrated 8 port KVM switch, with interface cables included ○ 100-240 VAC, 50/60Hz ○ HDMI + DVI-D + VGA support is an asset 			
D. 104-Key PC US English QWERTY USB keyboard & Optical USB mouse			
E. Waterproof fold-up or roll-up keyboard with English QWERTY format and USB interface			
F. USB Hub Supporting 6 or more USB 3.0 ports, backward compatible with USB 2.0, with interface cable			
G. FHD Monitor <ul style="list-style-type: none"> ○ 24” - 27” FHD (or similar) monitor with minimum resolution of 1920 x 1080 or better ○ 1 x DVI and/or HDMI + 1 x VGA interfaces minimum 			
SHIPPING DAP CTBTO, Vienna, Austria (INCOTERMS 2020)			

DELIVERABLE	INITIAL PERIOD 3 YEARS UNIT COST	UP TO TWO 12 MONTHS OPTIONAL EXTENSION(S) UNIT COST	COMMENTS
<p>7 MICRO-COMPUTER</p> <p>Fit-PC4 PRO</p> <ul style="list-style-type: none"> • AMD GX-420CA processor with 64-bit quad core processor, 2 GHz (or similar) • 8 GB DDR3 RAM • 1 x SSD drive (64GB+) • 2 x Gbe LAN ports • 2 x USB 3.0, 2 (or more) USB 2.0 • 1 x RS-232 serial port (with DB-9 adapter cable included) • 1 x HDMI (up to 1920 x 1200 @ 60 Hz) display interface • Power supply (100-240 VAC, 50/60 Hz), with EU plug 			
<p>Fitlet2</p> <ul style="list-style-type: none"> • Intel Atom x7x CPU (or similar) • 8 GB DDR3 RAM • 1 SSD drive (64GB+) • 2 x Gbe LAN pots • 4 x USB ports • 1 x RS-232 serial port (with DB-9 adapter cable included) • 1 x HDMI display interface Power supply (100-240 VAC, 50/60 Hz), with EU plug 			
<p>SHIPPING</p>	<p>DAP CTBTO, Vienna, Austria (INCOTERMS 2020)</p>		

DELIVERABLE	INITIAL PERIOD 3 YEARS UNIT COST (DAILY RATE)	UP TO TWO 12 MONTHS OPTIONAL EXTENSION(S) UNIT COST (DAILY RATE)	COMMENTS
- EXPERT ENGINEERING AND/OR INTEGRATION SERVICES			
DELIVERABLE	INITIAL PERIOD 3 YEARS UNIT COST (DAILY AND HOURLY RATE)	UP TO TWO 12 MONTHS OPTIONAL EXTENSION(S) UNIT COST (DAILY AND HOURLY RATE)	COMMENTS
- REMOTE TECHNICAL SUPPORT			

NOTE: Bidder may include additional lines for any alternative or optional items that may be deemed applicable clearly marked as ALTERNATIVE and/or OPTIONAL and relevant justification for such offerings.

Attachment 2

“Procedure for Submission of Electronic Offers in 2 Sealed Files”

The Commission invites you to submit your sealed offer (Bid or Proposal) in response to the solicitation forming part of this request.

Please be sure to follow the instructions below very carefully, so that the documents you submit are encrypted, and cannot be opened without an encryption key (password). If the documents are not encrypted, they will not be accepted as part of this tender process.

CRITICAL INFORMATION:

Create separate zip files for the technical offer and financial offer (labeling them clearly in the title) with different encryption keys. Instructions for how to do this are provided below.

Step 1: You provide the encryption key (password) for the *Technical Offer only* (in accordance with the below instructions)!

Step 2: After the Commission has performed the evaluation of the Technical Offer, if your Technical Offer is considered to be acceptable, the Commission will request the encryption key (password) for the Financial Offer you have already submitted by the tender Deadline.

Should you have any questions, please send an email to procurement@ctbto.org.

We recommend that you leave yourself plenty of time to complete the below process (including getting any necessary assistance from the Commission), as late offer will not be accepted.

INSTRUCTIONS:

1. In a **WINDOWS** environment, one way of meeting the requirements is as follows.

We recommend using the open-source, free software **7-zip**, but if you are comfortable with other tools, the result should be the same, as long as you can apply encryption to the archive.

In the below, we'll use 7-zip as an example.

(You can download the 7-zip code for Windows at: 7-zip.org)

2. In **LINUX** environment, you can use, for instance, “sha1sum” on the command line.

Creating the archives for submission

Regardless of whether the offer is a single file, or a collection of files, the files are easier to manage if delivered as a single, compressed file. Compressing the archive is a common way to meet size limitations in email systems.

As an example of how to submit your offer in the required format: assuming you are supplier “SOFTCOMP” and have the following files related to the offer for “RFP 2020-0010/EDWALD”. (You will need to replace these elements with the real information for your actual offer in line with the relevant Instructions for Preparation and Submission of Proposals/Bids.) Assuming further that you have installed the 7-zip software on the Windows system you are using.

We will only go through the creation of the Technical Offer (Proposal/Bid) component; the Financial Offer (Proposal/Bid) component is similar.

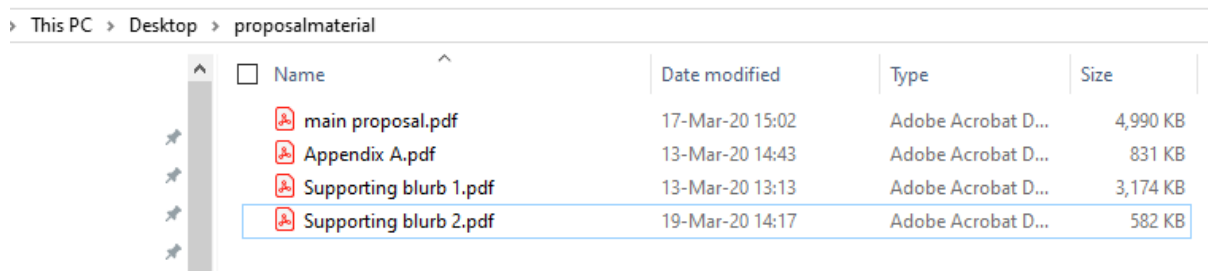


Figure 1 An example set of files to be submitted

Select the four files and right-click; a Dialog box pops up, with one of the options being “7-ZIP >”. Hover your cursor over the “>” part and a few more options appear, select the “Add to archive” option.

Another dialog box pops up (see ‘Figure 2, Creating an Archive’, next page):

Using the standard Windows methods, select a suitable location for the archive (if you don’t change it, the archive gets created right where the selected files are), and give it a name in the form of: “SOFTCOMP-2020-0010-EDWALD-TECHNICAL-BID”, of course replacing all the elements with the true values for the offer in question: the actual company indicator, and the actual RFP/ITB identification string. Note that it is not possible to put a slash “/” in the filename, and therefore put a dash “-” instead. Leave the file extension “.zip” as is.

Leave all the other settings as is, except: **add a password to the encryption** (see figure 2 below). This is done by typing the same password (of your choosing) twice in the two text fields in the lower right hand corner.

Make a note of this password. You must choose different passwords for the two zip archives, that is, the Technical and the Financial Proposal/Bid.

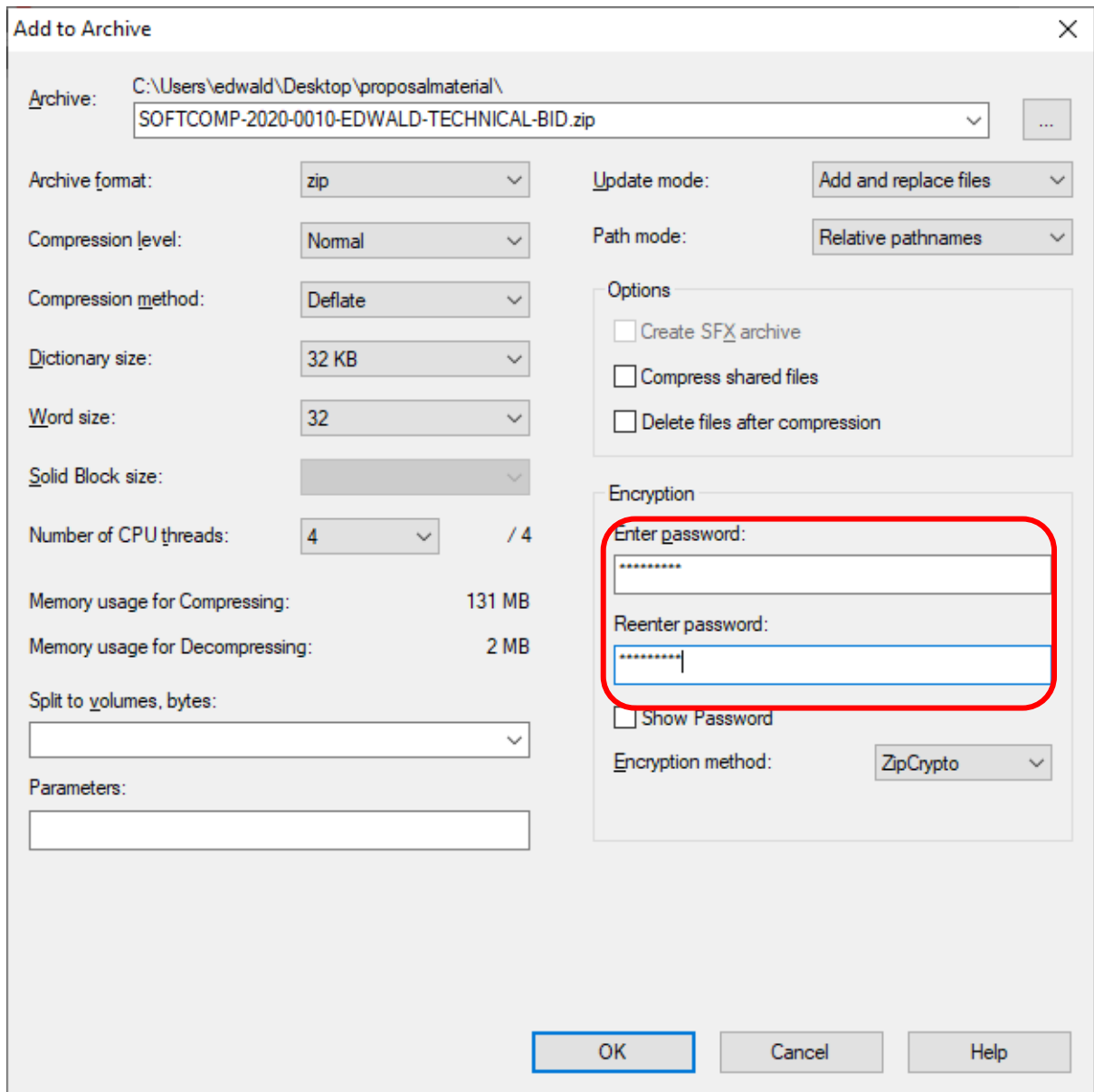


Figure 2 Creating an Archive

Now, we seek the “SHA1 Hash”, and electronic fingerprint of the archive you have just created. The hash is a string calculated from your file(s) and can be used to guarantee that the file hasn’t been modified since you created it. Any change to the file will result in a different hash value.

There are many ways of calculating this; two common options are described below.

If the appropriate functionality is available in your Windows environment: Select the compressed archive in the Windows file manager, (eg. SOFTCOMP-2020-0010-EDWALD-TECHNICAL-BID.zip) and right click. One of the options to select is “**CRC SHA >**”. Hovering over the “>” brings a few more options to light, select the **SHA-1** option. A smaller dialog pops up: (see Figure 3, *SHA1* below). Clicking Ctrl-C grabs the contents of this box. You can close the box after copying the contents. (You can paste the contents into a mail message, for instance.)

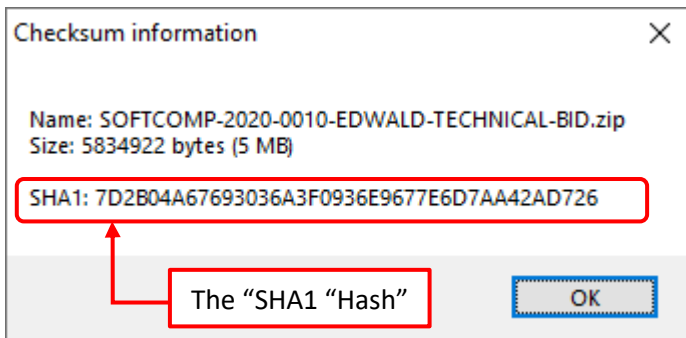


Figure 3 SHA1

If this CRC SHA function is not available by 'right-click' on your Windows version, you can also do this from 'the command line', a slightly more complicated way. Open a CMD window (see sidebar below), move to the folder where your archive is, and execute the command:

`"certutil -hashfile SOFTCOMP-2020-0010-EDWALD-TECHNICAL-BID.zip sha1"`
where you obviously replace the name of the file with your real file name. The output of this command is the SHA1 "hash". You can copy-and-paste the string for use in the email (below).

Sidebar: How to open a CMD window in Windows:

The way to open a Command window (or 'terminal') depends on the version of Windows you have. The different methods are very clearly described in the following article, but a quick internet search will find multiple descriptions.

<https://www.lifewire.com/how-to-open-command-prompt-2618089>

Finally,

1. Create a new email, Subject: example- "SOFTCOMP-2020-0010-EDWALD". Add the two compressed archives, that is, the Technical Offer and the Financial Offer archives as attachments. The text of the email should contain the SHA1 information for both archives.
SEND THIS TO: sealed_bids@ctbto.org (note that there is an underscore "_" between "sealed" and "bids"). (Should the email become larger than your mail system allows, you can try sending the two archives in separate emails. Take care to include the right SHA1 information with each file.)
2. Create a new email, Subject: example- "SOFTCOMP-2020-2010-EDWALD-Technical Offer" the contents of which must contain the Encryption Key for the Technical Offer (the password you used when creating the Technical Offer). (Again, note the underscore between 'bid' and 'keys'.)
SEND THIS TO: bid_keys@ctbto.org

IMPORTANT NOTE: As stated above, only send the Encryption Key for the Technical Offer to the bid_keys@ctbto.org mailbox when sending your Technical and Financial Offer to the sealed_bids@ctbto.org mailbox. You shall only send the Encryption Key for the Financial Offer to the Commission if and when informed by the Commission that your Technical Offer had been evaluated as "technically acceptable".

The Financial Offer Encryption Key will need to be provided by you to the same e-mail (bid_keys@ctbto.org) within 48 hours of the Commission's request, clearly marked in Subject: Encryption Key for (example): "SOFTCOMP 2020-2010 EDWALD-Financial Offer". If your Offer is not considered "technically acceptable", the Commission will not request an Encryption Key for your Financial Offer, and it will remain unopened.

As mentioned above, should you have questions or difficulties, please send an e-mail to procurement@ctbto.org.

We recommend that you leave yourself plenty of time to complete the above process (including getting any necessary assistance from the Commission), as late offers will not be accepted.

CTBTO Member States

Afghanistan	Eswatini	Morocco	Turkmenistan
Albania	Ethiopia	Mozambique	Tuvalu
Algeria	Fiji	Myanmar	Uganda
Andorra	Finland	Namibia	Ukraine
Angola	France	Nauru	United Arab Emirates
Antigua and Barbuda	Gabon	Nepal	United Kingdom
Argentina	Gambia	Netherlands	United Republic of Tanzania
Armenia	Georgia	New Zealand	United States of America
Australia	Germany	Nicaragua	Uruguay
Austria	Ghana	Niger	Uzbekistan
Azerbaijan	Greece	Nigeria	Vanuatu
Bahamas	Grenada	Niue	Venezuela
Bahrain	Guatemala	North Macedonia	Vietnam
Bangladesh	Guinea	Norway	Yemen
Barbados	Guinea-Bissau	Oman	Zambia
Belarus	Guyana	Palau	Zimbabwe
Belgium	Haiti	Panama	
Belize	Holy See	Papua New Guinea	
Benin	Honduras	Paraguay	
Bolivia (Plurinational State of)	Hungary	Peru	
Bosnia and Herzegovina	Iceland	Philippines	
Botswana	Indonesia	Poland	
Brazil	Iran (Islamic Republic of)	Portugal	
Brunei Darussalam	Iraq	Qatar	
Bulgaria	Ireland	Republic of Korea	
Burkina Faso	Israel	Republic of Moldova	
Burundi	Italy	Romania	
Cambodia	Jamaica	Russian Federation	
Cameroon	Japan	Rwanda	
Canada	Jordan	Saint Kitts and Nevis	
Cabo Verde	Kazakhstan	Saint Lucia	
Central African Republic	Kenya	Saint Vincent and the Grenadines	
Chad	Kiribati	Samoa	
Chile	Kuwait	San Marino	
China	Kyrgyzstan	Sao Tome and Principe	
Colombia	Lao People's Democratic Republic	Senegal	
Comoros	Latvia	Serbia	
Congo	Lebanon	Seychelles	
Cook Islands	Lesotho	Sierra Leone	
Costa Rica	Liberia	Singapore	
Cote d'Ivoire	Libya	Slovakia	
Croatia	Liechtenstein	Slovenia	
Cuba	Lithuania	Solomon Islands	
Cyprus	Luxembourg	South Africa	
Czech Republic	Madagascar	Spain	
Democratic Republic of the Congo	Malawi	Sri Lanka	
Denmark	Malaysia	Sudan	
Djibouti	Maldives	Suriname	
Dominica	Mali	Sweden	
Dominican Republic	Malta	Switzerland	
Ecuador	Marshall Islands	Tajikistan	
Egypt	Mauritania	Thailand	
El Salvador	Mexico	Timor-Leste	
Equatorial Guinea	Micronesia, Federated States of	Trinidad and Tobago	
Eritrea	Monaco	Togo	
Estonia	Mongolia	Tunisia	
	Montenegro	Türkiye	

STATEMENT OF CONFIRMATION

On behalf of (name of firm or organization): _____, I hereby attest and confirm that:

- a) The firm/organization possesses the legal status and capacity to enter into legally binding contracts with the Commission for the supply of equipment, supplies, services or work.
- b) The firm/organization is not insolvent, in receivership, bankrupt or being wound up, and not under administration by a court or a judicial officer, and that it is not subject to the suspension of its business or legal proceedings for any of the foregoing reasons.
- c) The firm/organization has fulfilled all its obligations to pay taxes and social security contributions.
- d) The firm/organization has not, and that its directors and officers have not, within the last five years been convicted of any criminal offense related to professional conduct or the making of false statements or misrepresentations as to their capacity or qualifications to enter into a procurement or supply contract.
- e) The Commission, in the event that any of the foregoing should occur at a later time, will be duly informed thereof, and in any event, will have the right to disqualify the firm/organization from any further participation in procurement proceedings.
- f) The firm/organization did not/will not attempt to influence any other bidder, organization, partnership or corporation to either submit or not submit a proposal/bid/quotation.
- g) The firm/organization will not, in the absence of a written approval from the Commission, permit a person to contribute to, or participate in, any process relating to the preparation of a Quotation/Bid/ Proposal or the procurement process if the person:
 - a. at any time during the 12 months immediately preceding the date of issue of the Solicitation was an official, agent, servant or employee of, or otherwise engaged by the Commission;
 - b. at any time during the 24 months immediately preceding the date of issue of the Solicitation was an employee of the Commission personally engaged, directly or indirectly, in the definition of the requirements, project or activity to which the Solicitation relates.
- h) Neither the organization/firm, its parent entities (if any), nor any of its subsidiary or affiliated entities (if any) have been identified on, or associated with any individual, groups, undertakings and entities identified on, the list established pursuant to the UN Security Council Resolution 1267 (Consolidated Sanctions List).¹
- i) Neither the organization/firm, its parent entities (if any), nor any of its subsidiary or affiliated entities (if any) are subject to any form of sanction imposed by an organization or body within the United Nations System, including the World Bank.

¹ The Consolidated United Nations Security Council Sanctions List can be found on the following website:
<https://www.un.org/securitycouncil/content/un-sc-consolidated-list>

- j) Neither the organization/firm, its parent entities (if any), nor any of its subsidiary or affiliated entities (if any), is engaged in any practice inconsistent with the rights set forth in the Convention on the Rights of the Child, including Article 32 thereof, which, inter alia, requires that a child shall be protected from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral, or social development.
- k) Neither the organization/firm, its parent entities (if any), nor any of its subsidiary or affiliated entities (if any) will use the funds received under contracts/purchase orders with the Commission to provide support to individuals, groups, undertakings or entities associated with terrorism.
- l) The prices in the firm/organization's proposal/bid/quotation have been arrived at independently, without consultation, communication or agreement with any other interested companies, competitor or potential competitor with a view to restricting competition.
- m) The Commission shall have the right to disqualify the firm/organization from participation in any further procurement proceedings, if it offers, gives or agrees to give, directly or indirectly, to any current or former staff member of the Commission a gratuity in any form, an offer of employment or any other thing of service or value, as an inducement with respect to an act or a decision of, or a procedure followed by, the Commission in connection with a procurement proceeding.
- n) The Commission shall have the right to disqualify the firm/organization from participation in any further procurement proceedings if it does not disclose to the Commission any situation that may appear as a conflict of interest, and if it does not disclose to the Commission if any official or professional under contract with the Commission have an interest of any kind in the firm/organization's business or any kind of economic ties with the firm/organization.
- o) The firm/organization expressly agrees to abide by the United Nations Supplier Code of Conduct.¹

Name (print): _____

Signature: _____

Title/Position: _____

Place (City and Country): _____

Date: _____

¹ <https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct>

VENDOR PROFILE FORM (VPF) – FOR PRODUCTS/SERVICES/WORK

1. Name of Company:		
2. Street Address:	3. Telephone:	
P.O. Box: City:	4. E-Mail:	
Zip Code: Country:	5. Website:	
6. Contact Person:		Title:
7. Legal Status (e.g. Partnership, Private Limited Company, Government Institution)		
8. Year Established:	9. Number of Employees:	
10. Gross Corporate Annual Turnover (US\$m)*:	11. Annual Export Turnover (US\$m)*:	
12. Type of Business/Products: Manufacturer <input type="checkbox"/> Sole Agent <input type="checkbox"/> Supplier <input type="checkbox"/> Other <input type="checkbox"/> (please explain)		
13. Type of Business/Services/Work: Engineering <input type="checkbox"/> Civil Work <input type="checkbox"/> Governmental Institution <input type="checkbox"/> Other <input type="checkbox"/> (please explain)		
14. References (your main customers, country, year and technical field of products, services or work): **		
15. Previous Supply Contracts with United Nations Organizations (over the last 3 years)**		
Organization:	Value in US\$ Equivalent:	Year:
Organization:	Value in US\$ Equivalent:	Year:
16. Summary of any changes in your company's ownership during the last 5 years:		

* Please provide a copy of the most recent audited annual report and accounts. Note: Export includes services or work performed abroad or for foreign clients.

** Please provide supplementary documentation on these items.

17. List of Products/Services/Work offered:

Product/Service/Work #	Product/Service/Work Description

18. This section shall be **signed and stamped** by an official legally authorized to enter into contracts on behalf of your organization:

Name: _____ Title: _____ Signature: _____ Date: _____

Bank Details

Bank Name:
 Bank Address:
 Exact Account Holder Name:

Beneficiary Details

Beneficiary Name:
(exactly as stated on bank statements)
 IBAN:
(if applicable)
 Account number:
 SWIFT/BIC:
 ABA/Sort Code:

Additional Details (if applicable)

Correspondent bank:
 Correspondent account number:
 Correspondent SWIFT/BIC:
 Tax Identification Number:

FOR CTBTO USE ONLY

Evaluated By: _____ Initials _____ Date: _____

Updated By: _____ Initials _____ Date: _____

Remarks:

* Please provide a copy of the most recent audited annual report and accounts. Note: Export includes services or work performed abroad or for foreign clients.
 ** Please provide supplementary documentation on these items.

MODEL CONTRACT

SAP No. xxxxxxxx

between

THE PREPARATORY COMMISSION

FOR THE COMPREHENSIVE NUCLEAR-TEST-BAN TREATY

ORGANIZATION

and

NAME OF CONTRACTOR

for

**FOR PROVISION OF COMPUTER EQUIPMENT AND SERVICES FOR
IMS STATIONS, on a Call-off Basis**

This Contract comprises this cover page, a table of contents,
11 (eleven) pages of text, a signatories page, a List of Annexes and
3 (three) Annexes (A to C)

[Month] [Year]

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CALL- OFF CONTRACT NO. 20XX-XXXX

This Contract is entered into between the **PREPARATORY COMMISSION FOR THE COMPREHENSIVE NUCLEAR-TEST-BAN TREATY ORGANIZATION** (hereinafter referred to as the “Commission”), having its office located at the Vienna International Centre, Wagramer Strasse 5, 1400 Vienna, Austria, and **[NAME OF CONTRACTOR]** (hereinafter referred to as the “Contractor”), having its principal office located at **[address]** (both hereinafter individually referred to as the “Party” and collectively as the “Parties”).

The Parties hereto mutually agree as follows:

1. DEFINITIONS

In this Contract, words and expressions shall have the same meanings as respectively assigned to them in the General Conditions of Contract and the Specifications. In addition, the following words and expressions shall have the meanings hereby assigned to them:

“**Annex A**” means the Commission’s General Conditions of Contract.

“**Annex B**” means the Commission’s Specifications.

“**Annex C**” means the Contractor’s Bid.

“**Contract**” means this document, its Annexes, FRD and any further modifications or such further documents as may be expressly incorporated in this Contract by the Parties in accordance with Clause 22 below.

“**Contractor**” means the legal entity named in the preamble of this Contract or its successors. The Contractor shall be the only interface for all matters pertaining to execution of the Work under this Contract.

“**FRD**” means a Formal Request for Delivery to be issued by the Commission specifying goods and/or services to be provided by the Contractor upon request by the Commission in accordance with the provisions of the Contract and Annexes B and C.

“**Goods**” means the equipment items to be supplied and delivered by the Contractor under the Contract as requested by the Commission under FRDs.

“**Party(ies)**” means the Commission and/or the Contractor, as the context requires.

“**Rule(s)**” means any regulation(s), official directive(s), ordinance(s), guideline(s), customs and practices.

“**Services**” means services provided by the Contractor under this Contract as requested by the Commission under FRDs.

“**Taxes**” shall mean all direct and indirect taxes (including value added tax, general sales tax or goods and services tax), assessments, fees, customs duties, liens and charges in as much as they are levied in conclusion or implementation of the Contract, including customs restrictions and charges of similar nature in respect of articles imported or exported for the Commission’s official use.

“**Work**” means all the Goods and/or Services to be provided by the Contractor, including its affiliates and/or subcontractors, in order to fulfil all its obligations under the Contract, and the remedying of any defects therein.

2. AIM OF THE CONTRACT

The aim of this Contract is to provide the Goods and/or Services on a call-off basis, as described in Annex B, as and when required by the Commission.

3. ENTRY INTO FORCE AND DURATION OF THE CONTRACT

- (a) The Contract shall enter into force upon the date of the last signature by the authorized Representatives of the Parties (hereinafter referred to as the “**Effective Date**”) and shall be valid until the Parties fulfill all their obligations hereunder.
- (b) The Commission shall have the right to call-off the Goods and/or Services in the form of FRD within a period of 3 (three) years from the Effective Date (hereinafter referred to as the “**Call-off Period**”). The commencement and completion date for the performance of the supply of the Goods and/or Services (hereinafter referred to as “**Commencement Date**” and “**Completion Date**”, respectively) will be set out in the respective FRD. This sub-Clause (b) shall also apply to any extension exercised under sub-Clause (c) below.
- (c) The Commission shall have the option, but not the obligation, to extend the Call-off Period twice for a period of 12 (twelve) months each subject to the availability of funds, under the same terms and conditions. The Commission will inform the Contractor about its intention to extend the Call-off Period at least one (1) month prior to the expiry of the Contract. The optional extensions will be implemented through a written notification to the Contractor by the Commission.

4. RESPONSIBILITIES OF THE CONTRACTOR

- (a) The Contractor shall provide and perform the Work in accordance with Annexes B and C.
- (b) The Contractor shall provide qualified English-speaking personnel as necessary to perform the Work under this Contract. The key persons shall be available for possible tasks related to the Work throughout the duration of the Contract period. Any replacement of the key personnel shall be made in accordance with Clause 7 of Annex A.
- (c) The Contractor acknowledges that after the completion of the Work under this Contract, the Commission shall own the Software and source code and the Contractor shall have no rights in that Software or source code unless granted by the Commission under Clause 24 of this Contract.

5. FORMAL REQUESTS FOR DELIVERY (FRD)

5.1. Issuance of FRDs

- (a) During the Call-off Period the Commission will issue individual FRDs based on the firm fixed unit prices of the Goods and/or fixed unit rates set out in Annex C. The Contractor shall not perform any Work if not requested by the Commission through FRD. However, the Contractor may propose FRD for Commission's evaluation.
- (b) Each FRD shall be valid until its successful completion by the Contractor and acceptance by the Commission of the Work performed.
- (c) The FRD shall specify, as applicable, the required Work, Goods to be supplied and/or Services to be delivered, details of the consignee (name, address and contact information), ship-to address, shipping instructions, required delivery date and place, notification party(ies) and any other relevant information.
- (d) The Commission may revise FRD as and when it may deem necessary.
- (e) The Commission makes no commitment under the Contract to call-off any specific quantities of Goods and/or Services specified in Annex B.
- (f) The Commission may, from time-to-time, need to purchase accessories or essential items that do not form part of the list of equipment in Annex C. To this end, the Commission may request from the Contractor a quote for an item or items that are not contained in Annex C. The Contractor shall provide this information within seven (7) working days of the Commission's request.
- (g) The Commission may issue FRDs in accordance with this Clause 5, which may include the item or items in question. Such items, which may be purchased through FRDs and which do not initially form part of Annex C, shall henceforth be incorporated by reference into the list of prices in Annex C (hereinafter referred to as the "List of Prices"). The prices for such above mentioned items shall

be firm and fixed from the date of issuance of the relevant FRD including such item(s) and henceforth remain valid in accordance with Clause 12 below and Annex C, until the expiry of the Call-off Period.

- (h) The Commission shall, every year, prepare a list of items “incorporated by reference” through FRDs and a copy thereof shall be submitted to the Contractor for its own records.
- (i) In the event of any inconsistencies between the List of Prices and the FRD issued, the relevant FRD shall prevail.
- (j) Per Diem Charges

Per diem charges, which cover lodging, meals and incidental travel expenses, shall be based on the United Nations Daily Subsistence Allowance (UN DSA) rates, unless otherwise specified by the Commission. The Commission may provide a copy of the current UN DSA rates with each request for an estimate and prior to issuing the FRD. Payment will be based on the UN DSA applicable at the time of travel.

(k) Estimates

(i) For all other required items not addressed above, the Commission shall request the Contractor, prior to the Commission’s issuance of an FRD, to provide estimated costs for costs such as shipping, airfare, local transportation and/or any other applicable items. The Contractor shall provide such estimates within 1 (one) week from the request. The Commission, at its own discretion, will approve the inclusion of relevant items quoted by the Contractor in accordance with the specific requirements of the FRD.

(ii) Without prejudice to Clauses 23 and 24 of Annex A, if the Commission is not in agreement with the estimates provided, there will be a maximum period of negotiation of 1 (one) month.

(iii) For any of the above-mentioned estimated costs included in a FRD, at the time of payment the Contractor shall submit to the Commission supporting documentation of costs actually incurred, such as copies of air ticket, invoices, insurance policies and shipping documents, as appropriate, and the Commission will pay such costs based on the actual costs documented and up to an amount not exceeding the estimate by more than 10%.

5.2 Delivery Terms

5.2.1. Unless otherwise instructed in the FRD or authorized by the Commission in writing, the following shall apply in respect to the delivery of the Goods under the Contract:

- (a) The Contractor represents that it shall arrange for the most cost-effective means for the delivery of the Goods to the specified destinations.
- (b) Depending on the destination, the trade and shipping terms applicable under the Contract shall be door-to-door “**DAP** (delivered at place)” or “**DDP** (delivered duty paid)”, based on the INCOTERMS (International Commercial Terms) 2020.

- (c) The Contractor shall be responsible for all shipping arrangements, including customs clearance and local transportation of the Goods to the final delivery address as specified in the FRD.
- (d) As soon as possible prior to effecting the shipment, the Contractor shall send to the Commission and the consignee a detailed delivery schedule and the shipping documentation, such as flight number and date, airway bill and consignment details (content, weight and dimension of the package). The FRD may require that actual shipment is effected only after an authorization from the consignee is obtained.

5.2.2. Delivery shall always be made in full in accordance with each FRD. Partial delivery (i.e. delivery not completed per each FRD) is not acceptable without prior written consent by the Commission.

5.3 Delivery via the United Nations Development Program

The Commission may request that the Contractor arranges the delivery of the Goods through the United Nations Development Programme (UNDP) offices in order to utilize the Commission's agreement with UNDP which waives the payment of import taxes into specific countries. This information will be supplied to the Contractor in the FRD. In this case, the Goods may first be delivered to the UNDP office and then re-routed to the Consignee. The Contractor shall be responsible for all delivery arrangements, as instructed by the Commission.

5.4 Required Delivery Date

The Goods shall be received by the consignee within the required date specified in the FRD, or within a longer period, if so agreed by the Commission.

5.5 Title and Risk

Unless stipulated otherwise, title to any Goods supplied by the Contractor or provided by the Commission shall be transferred to the consignee upon the delivery of the Goods to the final destination. A note of acceptance of the Goods shall be obtained by the Contractor from the consignee.

6. STANDARD OF WORK

The Contractor shall perform the Work in a workmanlike manner in conformity with standard professional practices, using qualified personnel and in strict accordance with the Contract. The Contractor shall furnish the highest skill and judgement and cooperate with the Commission, including all the Commission's consultants and agents, in best furthering the interests of the Commission and the aim of this Contract. The Contractor shall provide efficient business administration and supervision, and it shall perform the Work in the best way and in the most expeditious and economical manner consistent with the requirements of the Contract.

7. INSURANCE

- 7.1** The Contractor shall provide appropriate insurance, as specified in Clause 9 of Annex A.
- 7.2** In addition, the Contractor shall, without limiting its own or the Commission's obligations and responsibilities under this Contract, provide and thereafter maintain insurance with respect of the Goods from the date of their receipt by the Contractor from the manufacturer until receipt by the delivery party at the final destination. For this purpose, Global insurance shall be arranged with a single insurance company on an as-arranged basis at the same rate of insurance premium for the execution of each FRD. It shall be in an adequate amount to cover the full replacement cost plus an additional sum of ten percent (10%) of such replacement cost to cover any additional cost of, and incidental to, the rectification of loss or damage, including professional fees; the insurance shall cover the Contractor against all losses or damages from whatsoever cause arising from the execution of this Contract, from its signature until its successful completion. The insurance referred to in this Clause shall be in the name of the Contractor and the Commission shall be named as an additional insured party.

8. WARRANTY

The provisions of Clause 28 of Annex A shall apply to the Work performed by the Contractor.

9. PERMITS, NOTICES, LAWS AND ORDINANCES

- 9.1** The Contractor shall obtain and pay for all permits and inspections necessary for the proper execution and completion of the Work that are customarily obtained upon execution of this Contract and that are legally required at the time the Bid is received by the Commission. This shall include, but not be limited to, work permits, visa, or similar documents.
- 9.2** The Contractor shall give all notices required by the nature of the Work.
- 9.3** If the Contractor notices that the Work or any part thereof required under this Contract is not in accordance with applicable laws and Rules, or with technical or safety standards, it shall promptly notify the Commission thereof in writing.

10. PROTECTION OF PERSONS AND PROPERTY

- 10.1** The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programmes in connection with the Work.
- 10.2** The Contractor shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury and loss to:
- (i) all persons on the Commission's or the Station's premises, as applicable, who may be affected thereby.
 - (ii) property of the Commission or the Station, as applicable.

- 10.3** The Contractor shall give all notices and comply with all applicable laws and Rules bearing on the safety of persons and property and/or their protection from damage, injury and loss.
- 10.4** The Contractor shall be responsible for the prevention of accidents on the Commission's or the Station's premises, as applicable, during the execution of the Work.
- 10.5** In any emergency affecting the safety of persons or property, the Contractor shall promptly act to prevent threatened damage, injury and loss.
- 10.6** The Contractor shall promptly remedy all damage and loss to any property, referred to in sub-Clause 10.2 above, caused in whole or in part by the Contractor, any subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable and for which the Contractor is responsible under sub-Clause 10.2 above, except damage and loss attributable to the acts or omissions of the Commission or anyone directly or indirectly employed by it, or of anyone for whose acts the Commission may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to its obligations under Clause 9 of Annex A.

11. RESPONSIBILITIES OF THE COMMISSION

The Commission shall designate members of its staff to act as points of contact for the Contractor to ensure that the Work is carried out in accordance with Annexes B and C and shall promptly notify the Contractor thereof. The Commission shall respond promptly to requests for information by the Contractor regarding the Work.

12. PRICES

- 12.1** The firm fixed unit prices of the Goods and/or fixed unit rates for the Services in Annex C and approved in a FRD (for items added by reference in accordance with Clause 5.1 above) (hereinafter referred to as the "Prices") shall be firm and fixed and held unchanged for the duration of the Contract and shall exclude any applicable Taxes, fees, duties and charges owed by the Contractor in respect to the Goods and/ or Services at the conclusion or implementation of this Contract.
- 12.2** The Prices shall cover all costs and expenses, excluding Taxes, incurred by the Contractor for the full and proper performance of all obligations under the Contract (including travel, allowances, management and remuneration of the personnel, national income tax, medical insurance, and social security contributions). It also includes work performed by the Contractor's personnel outside the Commission's normal working hours.
- 12.3** The Contractor shall not do any work, provide any materials or equipment, or perform any Services, which may result in any charges to the Commission over and above the issued FRD without the prior written consent of the Commission and a formal written amendment to this FRD.

12.4 [PLEASE IDENTIFY WHETHER TAXES ARE APPLICABLE UNDER THIS CONTRACT AND SELECT ONE OF THE FOLLOWING OPTIONS AT THE TIME OF AWARD]:

The Contractor shall be reimbursed by the Commission for such Taxes on the basis of actual amounts paid and duly documented by the Contractor as per Clause 13.2 (d) below.

OR

No Taxes are applicable under this Contract.

13. PAYMENT TERMS

13.1 For each FRD the Commission shall pay to the Contractor, in consideration of the full and proper performance of its obligations under the Contract, the relevant amounts specified in the FRD. Payment of the UN DSA will be based on the UN DSA rate applicable at the time of travel. Other estimated costs included in the FRD will be paid based on actual costs documented, not to exceed the estimated amount for the item by no more than 10%, unless specified otherwise by the Commission. Upon satisfactory completion of each FRD the Contractor shall submit the following supporting documentation to the Commission for payment:

- (a) Original invoice submitted in accordance with Clause 13.2(c) below reflecting the actual costs;
- (b) Delivery note countersigned by the consignee listing the Goods delivered and confirming their receipt and acceptance;
- (c) Copy of the airway bill or bill of lading showing the date of the flight or shipment, if applicable;
- (d) Copy of the carrier's invoice supporting the actual shipping costs on the Contractor's invoice;
- (e) Copy of the certificate of transportation insurance;
- (f) Certificate of origin, if applicable;
- (g) **[[IF NO TAXES ARE APPLICABLE UNDER THIS CONTRACT, THIS PARAGRAPH SHOULD BE OMITTED:]** Documentation referred to in Clause 13.2 (d) below supporting any Taxes paid;] and
- (h) Any other documentation that might be required under the applicable FRD.

13.2 General Payment Provisions

- (a) All payments shall be made via electronic bank transfer within 30 (thirty) days of the receipt and acceptance of the original invoice submitted in accordance with this sub-Clause (c) below, provided that the Work has been satisfactorily completed and has been accepted by the Commission in accordance with the Contract.

- (b) The making of any payment hereunder by the Commission shall not be construed as an unconditional acceptance by the Commission of the Work accomplished by the Contractor up to the time of such payment.
- (c) The Contractor shall submit an invoice electronically, from the Contractor's official e-mail address in PDF format, duly signed and sealed by the Contractor and submitted to the Commission's email address specified under Clause 23 below. Each invoice shall contain the Contract number (CTBTO and SAP numbers), detailed banking instructions, including the name and address of the Contractor's bank, account number, account holder's name and SWIFT, IBAN and/or ABA codes for payment by electronic transfer.

[NOTE: IF NO TAXES ARE APPLICABLE UNDER THIS CONTRACT, PARAGRAPH (d) BELOW SHOULD BE OMITTED.]

- (d) [Applicable Taxes payable by the Contractor and/or its subcontractor(s) in respect of the Work shall be invoiced separately or be separately identified on the invoice. Actual payment of the Taxes must primarily be supported by original documentation such as invoices, bank account statements, transfer orders, or receipts issued by the local tax or customs authorities. If submission of such original documentation is not possible for justifiable reasons, their copies could be accepted by the Commission provided that they are duly signed and certified by local tax or customs authorities. In case the currency in which the Taxes are levied is not the currency of the Contract, bank statements (or equivalent) showing the exchange rate used for the conversion should be submitted to the Commission, in addition to any other supporting documentation].

14. MARKET FLUCTUATION AND TECHNOLOGY ADVANCES

- 14.1** The unit prices of the Goods and unit rates for the Services shall be held fixed for the entire duration of the Contract. If the prices increase for reasons not under the control of the Contractor (e.g. Goods supplied by a third party), or the Goods become unavailable, the Contractor shall propose to the Commission, for its approval, a replacement item with equivalent specifications to honor the firm fixed unit price. In the event that an equivalent Good at the fixed unit price cannot be identified, the Contractor shall notify the Commission as soon as possible.
- 14.2** If the market price of the Goods decreases, the Contractor shall enable the Commission to enjoy the benefit, either by proposing a more efficient replacement item or a lower unit price in accordance with the market price for the Commission's approval. If, however, the market price increases, the agreed firm fixed unit price shall be maintained with the agreed configuration/specifications.
- 14.3** In the event either of the Parties becomes aware of any advantageous technical changes to the Goods and Services specified in Annexes B and C, they shall consult each other as soon as possible and consider whether the impact of any such event may require an amendment to this Contract in accordance with Clause 22 "Contract Amendment".

15 TEMPORARY SUSPENSION OF WORK

The Commission may, at any time, temporarily suspend the Work, in whole or in part, being performed by the Contractor under this Contract by giving 30 (thirty) days' advance notice in writing to the Contractor. The Work so suspended shall be resumed by the Contractor on the basis of a revised time schedule and on terms and conditions to be mutually agreed upon between the Parties.

16. DELAYS AND EXTENSION OF TIME

16.1 If the Contractor is delayed at any time in the progress of the Work by any act or omission of the Commission or by any of its employees, or by any other contractor employed by the Commission, or by changes in the Work ordered by the Commission, or by any causes beyond the Contractor's reasonable control, or by any other cause which the Commission determines may justify the delay, then the time for completion of the Work shall be extended by an amendment to this Contract in accordance with Clause 22 below for such reasonable time as the Commission may determine.

16.2 Any request for extension of the time for reasons referred to in Clause 16.1 above shall be submitted to the Commission not later than 20 (twenty) days after the commencement of the delay, otherwise said request shall be deemed to be waived. Such request shall state grounds for the delay and shall provide an estimate of the probable effect of such delay on the progress of the Work.

17. CONTRACTOR'S CLAIMS AND REMEDIES

In no event shall the Contractor make any claim against the Commission for or be entitled to additional costs or compensation resulting from any delays in the progress or completion of the Work or any portion thereof, whether caused by the acts or omissions of the Commission, including, but not limited to, damages related to overheads, loss of productivity, acceleration due to delay and inefficiency. The Contractor's sole remedy in such event shall be an extension of time for completion of the Work, provided the Contractor otherwise meets the requirements and conditions set forth in this Contract.

18. ENTIRE AGREEMENT

This Contract represents the final agreement in respect of the Goods and/or Services and shall supersede all prior agreements and representations between the Parties in this respect. Annexes A to C shall constitute integral parts of this Contract and shall be of full force and effect.

19. DISCREPANCIES

If there are discrepancies or conflicts between any of the documents that are part of this Contract, the document to prevail shall be given precedence in the following order:

- (i) this document;
- (ii) the Commission's General Conditions of Contract (Annex A);
- (iii) the Commission's Specifications (Annex B);

- (iv) the Contractor's Bid (Annex C);
- (v) the relevant FRD.

20. SEVERABILITY

If any term and/or provision of this Contract is or becomes invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions of this Contract shall not in any way be affected or impaired thereby.

21. NO WAIVER

Failure by a Party to enforce a right shall not be deemed to be a waiver of that right unless otherwise expressly provided in this Contract.

22. CONTRACT AMENDMENT

No modification of, or change in, this Contract, or waiver of any of its provisions, or additional contractual relationship with the Contractor shall be valid unless approved in the form of a written amendment to this Contract, signed by duly authorized Representatives of the Parties.

23. TRANSMISSION OF NOTICES AND OTHER DOCUMENTS

Notices, invoices, reports and other documentation under the Contract shall be delivered or sent to the relevant Party at the following address (or such address or email address as the Party may substitute by notice after the date of the Contract):

- (a) The Commission:

For Contractual Issues:

Chief, Procurement Section

Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization (CTBTO)

Vienna International Centre

Wagramerstrasse 5, P.O. Box 1200

1400 Vienna, Austria

Tel: + (43 1) 26030 6350

E-mail: procurement@ctbto.org

For invoices:

Accounts Payable

CTBTO Financial Services Section

Vienna International Centre

Wagramerstrasse 5, P.O. Box 1200

1400 Vienna, Austria

Tel: + (43 1) 26030 6292

E-Mail: Payable_Invoices@ctbto.org

For related enquiries:

Payments@ctbto.org

(b) The Contractor:

Name:

Address:

Tel:

Email:

24. EFFECTIVENESS

24.1 Except as provided below, any communication in connection with the Contract will be deemed to be given as follows:

- (i) if delivered in person, at the time of delivery;
- (ii) if by registered mail or courier, when received;
- (iii) if by electronic communication, when retrievable by the Commission in document form.

24.2 A communication given under Clause 24.1 above that is received or becomes retrievable on a non-working day or after business hours at the seat of the Commission will only be deemed to be given on the next working day of the Commission.

IN WITNESS hereof, the duly authorized representatives of the Parties have executed this Contract in Vienna, Austria:

For and on behalf of the **PREPARATORY COMMISSION FOR THE COMPREHENSIVE NUCLEAR-TEST-BAN TREATY ORGANIZATION:**

[Name and Position]

Date: _____

Place: Vienna, Austria.

For and on behalf of **[CONTRACTOR]:**

[Name and Position]

Date: _____

Place: _____

LIST OF ANNEXES

ANNEX A: THE COMMISSION'S GENERAL CONDITIONS OF CONTRACT

ANNEX B: THE COMMISSION'S SPECIFICATIONS

ANNEX C: THE CONTRACTOR'S BID

General Conditions of Contract

1. DEFINITIONS

- (a) In these general conditions of contract the terms beginning with a capital letter shall have the meaning as defined in the Contract.
- (b) “Services” means all services to be rendered under the Contract.
- (c) “Goods” shall mean all goods, equipment, materials and/or other supplies to be provided under the Contract.
- (d) “Taxes” shall mean all direct and indirect taxes (including value added tax, general sales tax or goods and services tax), assessments, fees, customs duties, liens and charges in as much as they are levied in conclusion or implementation of the Contract, including customs restrictions and charges of similar nature in respect of articles imported or exported for the Commission’s official use.

2. LEGAL STATUS

The Contractor shall be considered as having the legal status of an independent contractor vis-à-vis the Commission. Neither the Contractor and any subcontractor, nor their personnel shall be considered to be an employee or an agent of the Commission.

3. ASSIGNMENT

The Contractor shall not assign, transfer, pledge or make other disposition of the Contract or any part thereof, or any of the Contractor’s rights, claims or obligations under the Contract except with the prior written consent of the Commission.

4. SUBCONTRACTING

In the event the Contractor requires the services of one or more subcontractors, the Contractor shall obtain the prior written approval and clearance of the Commission for such subcontractor(s). The Commission’s approval of a subcontractor shall not relieve the Contractor of any of his obligations under the Contract, and the terms of any subcontract shall be subject to and in conformity with the provisions of the Contract.

5. SOURCE OF INSTRUCTIONS

- (a) The Contractor shall neither seek nor accept instructions from any authority external to the Commission in connection with the performance of its obligations under the Contract. The Contractor shall refrain from any action which may adversely affect the Commission and shall fulfil its commitments with the fullest regard to the interests of the Commission.
- (b) While present at the Commission’s premises, personnel of the Contractor shall, at all times, obey and conform to all requests and instructions of the Commission’s officials and the United Nations Security Staff.

6. CONTRACTOR’S RESPONSIBILITY FOR EMPLOYEES

The Contractor shall be responsible for the professional and technical competence of its employees and will select, for the performance under the Contract, reliable individuals who will perform effectively in the implementation of the Contract, respect the local laws and customs and conform to a high standard of moral and ethical conduct.

7. ASSIGNMENT OF PERSONNEL

- (a) The Contractor shall not replace or withdraw any personnel referred to in the Contract for the performance of the Services without the prior written approval of the Commission or unless requested by the Commission.
- (b) Prior to assignment, replacement or withdrawal of personnel for the performance of the Services, the Contractor shall submit to the Commission for its consideration, the curriculum vitae or detailed justification to permit evaluation by the Commission of the impact which such assignment, replacement or withdrawal would have on the Services.
- (c) In the event of withdrawal of personnel, all costs and additional expenses resulting from the replacement, for whatever reasons, of any of the Contractor’s personnel shall be for the account of the Contractor. Such withdrawal shall not be considered as termination in part or in whole of the Contract.

8. CONFLICT OF INTEREST

No employee, officer, adviser, agent and/or subcontractor of the Contractor assigned to perform Services under the Contract shall engage, directly or indirectly, in any business, profession or occupation connected or related to the Services or Goods to be provided under the Contract if this constitutes a conflict of interest.

9. INSURANCES

- (a) The Contractor shall provide and thereafter maintain appropriate insurance, or its equivalent, with respect to its employees to cover claims for personal injury or death in connection with the Contract.
- (b) The Contractor shall provide and thereafter maintain insurance against all risk in respect of its property and any equipment used for the execution of the Contract.
- (c) The Contractor shall also provide and thereafter maintain liability insurance in an adequate amount to cover third party claims for death, bodily injury, loss of and damage to property arising from any operations carried out by the Contractor in performing its obligations in connection with the Contract or from operation of any vehicles, boats, airplanes and other equipment owned or leased by the Contractor or its agents, servants, employees or subcontractors.
- (d) Except for insurance mentioned in paragraph (a), the insurance policies under this clause shall:
 - (i) Name the Commission as additional beneficiary;
 - (ii) Include a waiver of subrogation of the Contractor's rights to the insurance carrier against the Commission.
- (e) The Contractor shall, upon request, provide the Commission with satisfactory evidence of the insurance required under the Contract.
- (f) Any amounts not insured, not recovered from or not claimed by the insurer shall be borne by the Contractor.
- (g) Information concerning reduction of coverage shall be furnished by the Contractor to the Commission with at least thirty (30) days prior written notice.
- (h) The Contractor undertakes that provisions to the same effect as the provisions in sub-clauses (a) through (c) above will be inserted in all subcontracts made in performance of the Contract, except sub-contracts exclusively for furnishing Goods.

10. ENCUMBRANCES/LIENS

The Contractor shall not cause or permit any lien, attachment or other encumbrance by any person to be placed on file in any public office or on file with the Commission against any monies due or to become due for any Services or Goods provided under the Contract, or by reason of any other claim or demand against the Contractor.

11. OBSERVANCE OF THE LAW

- (a) The Contractor shall comply with all laws, ordinances, rules and regulations, including but not limited to health, environmental and labour laws bearing upon the

performance of its obligations under the terms of the Contract.

- (b) In particular, the Contractor shall comply with the labour laws of the country in which the Services or Goods are to be furnished providing for benefits covering injury or death in the course of employment.

12. CONFIDENTIALITY

- (a) All technical, financial or other documentation and data the Contractor compiled for or received from the Commission under the Contract shall be treated as confidential and shall be delivered only to the Commission's authorized officials on completion of the Services or as requested by the Commission.
- (b) Either Party acknowledges that all knowledge and information concerning the other Party that may be acquired in connection with the performance of its obligations under the Contract, including but not limited to, any information relating to its operations and procedures, are confidential and proprietary information of the other Party and it shall receive such confidential and proprietary information of the other Party in confidence and shall not disclose or permit disclosure of any such knowledge or information to any person and/or entity without the prior written consent of the other Party.
- (c) The Contractor shall not, at any time, use such confidential information to its own advantage.
- (d) The restrictions on confidentiality shall not apply to the information which:
 - (i) presently is in the public domain;
 - (ii) hereafter becomes part of the public domain without the other Party's fault;
 - (iii) was in the possession of the other Party at the time of the disclosure, as shown by written evidence;
 - (iv) is disclosed to the other Party at any time hereafter by a third Party.
 - (v) is required to be disclosed to governing bodies, or to governmental authorities to the extent required by law or to obtain needed authorization to perform the Contract or pursuant to reporting requirements imposed by those governing bodies or the government of the State of the Contractor.
- (e) These obligations do not lapse upon satisfactory completion of the Services, delivery of the Goods or termination of the Contract by the Commission.

13. LANGUAGES, WEIGHTS AND MEASURES

Unless otherwise specified in the Contract, the English language shall be used by the Contractor in all written communications to the Commission with respect to the Services or Goods to be provided and all documents procured or prepared by the Contractor. The Contractor shall use metric units, except when otherwise specified in the Contract.

14. PUBLICITY

- (a) The Contractor shall not advertise or otherwise make public the fact that it is providing or has provided Services and Goods for the Commission. Also, the

Contractor shall not, in any manner whatsoever, use the name, emblem or official seal of the Commission or any abbreviation of the name of the Comprehensive Nuclear-Test-Ban Treaty Organization in connection with its business or otherwise.

- (b) These obligations do not lapse upon satisfactory completion of the Services, delivery of the Goods or termination of the Contract.

15. OFFICIALS NOT TO BENEFIT/CONTINGENT FEES

- (a) The Contractor warrants that:
 - (i) No person or selling agency has been employed or retained by it to solicit or secure the Contract upon an agreement or understanding for a commission, percentage, brokerage, contingent fee or retainer, except regular employees or bona fide and officially established commercial or selling agencies maintained by the Contractor for the purpose of securing business;
 - (ii) No official or servant or retired employee of the Commission who is not a regular employee of the Contractor, has been or shall be admitted by the Contractor to any direct or indirect benefit arising from the Contract or the award thereof.
- (b) In case of breach by the Contractor of the warranties referred to in previous clauses, the Commission shall have the right to deduct from the Contract Price, or otherwise recover from the Contractor, the full amount of any such commission, percentage, brokerage, contingent fee or retainer so paid.

16. INTELLECTUAL PROPERTY AND OTHER PROPRIETARY RIGHTS

- (a) Except to the extent the Contractor has granted a license to the Commission, the Commission, shall be entitled to all intellectual property, including but not limited to copyrights, patents and trademarks, with regard to products, documents or other materials which bear a direct relation to or are produced or collected under the Contract. The Contractor shall take all necessary steps, prepare and process all necessary documents and assist in securing such property rights and transferring them to the Commission and/or to the government where the Services or Goods are to be provided, in compliance with the requirements of the applicable law.
- (b) The Contractor declares that it does not know of any intellectual property rights of third parties, which might be infringed in the execution of the Contract. Should, contrary to the Contractor’s expectation, claims be raised against the Commission charging it with infringement of intellectual property rights, the Contractor shall hold harmless the Commission and shall indemnify it to the full extent of any damages or awards arising from such claims. This obligation of the Contractor shall continue to be in full force and effect up to the expiration of such intellectual property rights.
- (c) The Commission shall give the Contractor due notice in writing of any charges of infringement brought against the Commission and of the filing of any suit for

infringement of intellectual property rights of third parties due to the execution of the Contract, and, without prejudice to the immunity enjoyed by the Commission as an international organization from every form of legal process, including enforcement and execution, the Commission shall give the Contractor the opportunity to defend the Commission against the said suit at its discretion and shall not, without the Contractor’s consent in writing, make any admission or consent to any claim of any third party, which might be prejudicial to the Contractor’s position.

17. DEFAULT BY THE CONTRACTOR

- (a) In case the Contractor fails to fulfil its obligations and responsibilities under the Contract and provided the Contractor has not remedied such failure(s) within thirty (30) days of having been given written notification by the Commission of the nature of the failure(s), the Commission may, at its entire discretion and without prejudice to its right to withhold payment(s), hold the Contractor in default under the Contract.
- (b) When the Contractor is thus in default, the Commission may, by giving written notice to the Contractor, terminate the Contract as a whole or such part or parts thereof in respect of which the Contractor is in default. Upon such notice, the Commission shall have the right to seek completion, at the Contractor’s expense, of that part or those parts of the Contract with respect to which the Contractor is in default.
- (c) The Contractor shall, in this case, be solely responsible for any reasonable costs of completion of the Services and/or delivery of Goods, including such costs, which are incurred by the Commission over and above the originally agreed Contract Price.

18. WITHHOLDING OF PAYMENT

- (a) The Commission may withhold any payment to the Contractor or, on account of subsequently discovered evidence, nullify the whole or part of any payment approval theretofore given, to such an extent as may be necessary to protect the Commission from loss under the Contract on account of:
 - (i) The Contractor’s failure to carry out its obligations or to make adequate progress with the obligations, except for failure arising out of force majeure;
 - (ii) The Contractor’s failure to remedy unsatisfactory performance, when such failure has been drawn to his attention by the Commission;
 - (iii) The Contractor’s failure to submit on time the reports required.
- (b) The withholding by the Commission of any interim payment shall not affect the Contractor’s obligation to continue performance of his obligations under the Contract.
- (c) No interest shall accrue on payments eventually withheld by the Commission in application of the stipulations of this paragraph.

19. LIQUIDATED DAMAGES

Subject to Clause 20 below (force majeure), if the Contractor fails to deliver any or all of the Services and/or Goods within the latest time period(s) specified in the Contract, the Commission may, without prejudice to its other remedies under the Contract, deduct from the Contract Price as liquidated damages, a sum equivalent to 0.2 per cent of the portion of the Contract Price for the delayed Services and/or Goods for each working day of delay until actual performance, up to a maximum of sixty (60) working days. The recovery by the Commission of proven damages shall not be excluded.

20. FORCE MAJEURE

- (a) Force majeure as used herein shall mean acts of God, industrial disturbances, acts of the public enemy, civil disturbances, explosions and any other similar cause of equivalent force not caused by nor within the control of either party and which neither party is able to overcome.
- (b) As soon as possible after the occurrence of any cause constituting force majeure, the Contractor shall give notice and full particulars in writing to the Commission of such force majeure if the Contractor is thereby rendered unable, wholly or in part, to perform its obligations and meet its responsibilities under the Contract.
- (c) In this event, the following provisions shall apply:
 - (i) The obligations and responsibilities of the Contractor under the Contract shall be suspended to the extent of its inability to perform them and for as long as such inability continues;
 - (ii) The term of the Contract shall be extended for a period equal to the period of suspension taking, however, into account any special conditions which may cause the time for completion of the obligations to be different from the period of suspension;
 - (iii) If the Contractor is rendered permanently unable, wholly or in part, by reason of force majeure to perform its obligations and meet its responsibilities under the Contract, the Commission shall have the right to terminate the Contract on the same terms and conditions as are provided for in the Termination Clause of the Contract, except that the period of notice may be seven (7) days instead of thirty (30) days;
 - (iv) For the purpose of the preceding sub-clause, the Commission may consider the Contractor permanently unable to perform in case of any period of suspension in excess of ninety (90) days. Any such period of ninety (90) days or less shall be deemed temporary inability to perform.

21. INSOLVENCY AND BANKRUPTCY

Should the Contractor be insolvent, adjudged bankrupt, or should the Contractor make a general assignment for the benefit of its creditors, or should a receiver be appointed on account of the Contractor's insolvency, the Commission may, without prejudice to any other right or remedy it may have under the terms of the Contract, terminate the Contract

forthwith by giving the Contractor written notice of such termination.

22. INDEMNIFICATION

The Contractor shall indemnify, hold and save harmless and defend at its own expense the Commission, its officers, agents, servants and employees from and against all suits, claims, demands and liability of any nature or kind, including cost and expenses arising out of acts or omissions of the Contractor or its employees or subcontractors in the performance of the Contract. This requirement shall extend, inter alia, to claims or liabilities in the nature of workers' compensation and to claims or liabilities pertaining to intellectual property rights. The obligations under this clause do not lapse upon termination of the Contract.

23. AMICABLE SETTLEMENT

The parties shall use their best efforts to settle amicably through negotiation any dispute, controversy or claim arising out of, or relating to, the Contract or the breach, termination or invalidity thereof. If the parties cannot reach such amicable settlement through negotiations, the matter shall first be referred to conciliation, by a request by either party for conciliation procedures. The conciliation shall take place in accordance with the United Nations Commission on International Trade Law (UNCITRAL) Conciliation Rules then prevailing, or according to such other procedure as may be agreed between the parties, within a time period of ninety (90) days. There shall be one conciliator. The conciliation shall be in Vienna, Austria, and it shall be conducted in the English language.

24. ARBITRATION

- (a) In the event of a failure to reach an amicable settlement in accordance with Clause 23 above (Amicable Settlement), any dispute arising out of the interpretation or application of the terms of the Contract or any breach thereof shall be settled in accordance with the arbitration rules established by UNCITRAL as at present in force. The number of arbitrators shall be one. The arbitration shall be in Vienna, Austria, and it shall be conducted in the English language.
- (b) The arbitrator shall take into account the internationally recognized general principles of commercial transactions. The arbitrator shall have no authority to award punitive damages, nor to award interest in excess of five (5) per cent, and any such interest shall be simple interest only. The parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such dispute.

25. PRIVILEGES AND IMMUNITIES

Nothing in or relating to the Contract shall be deemed a waiver, express or implied, of any of the privileges and immunities of the Commission and its employees.

25(a). TAX EXEMPTION

In principle, the Commission is exempt from all Taxes. Since the arrangement under which such exemption is respected varies from country-to-country, the Contractor shall collaborate with the Commission to achieve Tax exemption at source or to pursue reimbursement of Taxes paid by the Commission, as the case may be.

26. TERMINATION

The Commission may terminate the Contract in whole or in part, and at any time, upon thirty (30) days' notice of termination to the Contractor. In the event such termination is not caused by the Contractor's negligence or fault, the Commission shall be liable to the Contractor for payment in respect of Services already satisfactory accomplished or Goods delivered and accepted and in conformity with the terms of the Contract, for necessary terminal expenses of the Contractor, and for the cost of such urgent work as is essential and as the Contractor is asked by the Commission to complete. The Contractor shall keep expenses at a minimum and shall not undertake any forward commitment from the date of receipt of the Commission's notice of termination.

27. GOODS

In the event that the Contract requires the Contractor to supply Goods, Clauses 28-35 shall apply in addition to the above.

28. WARRANTY

- (a) The Contractor warrants that the Goods, including packaging, conform to the specifications for the Goods ordered under the Contract and are fit for the purpose for which such Goods are ordinarily used and for purposes expressly made known to the Contractor by the Commission, and are new and free from defects in design, workmanship and materials.
- (b) This warranty shall remain valid for twenty-four (24) months after the Goods or any part thereof have been delivered and accepted, whichever is later, unless the Contractor has granted a longer period. Should the Commission transfer the title of the Goods to a third party during the warranty period, the right to enjoy the warranty shall be transferable to the new title-holder.
- (c) If, during the warranty period mentioned in sub-clause (b) above, the Goods or any part thereof are found to be defective or not in conformity with the specifications under the Contract, the Contractor shall, upon notification, promptly and at its own expense correct all such defects and non-conformities. If these defects and non-conformities cannot be corrected, the Commission shall have the right, at the Contractor's expense, to either demand replacement of the defective item, or receive appropriate reimbursement, or have the defective item repaired or otherwise procured from a third party.

29. INSPECTIONS AND TESTS

- (a) The Commission shall have the right to inspect and/or to test the Goods to confirm their conformity to the technical specifications. The technical specifications shall specify what inspections and tests the Commission requires.
- (b) The inspections and tests may be conducted on the premises of the Contractor or its subcontractor(s), at a point of delivery designated by the Commission and/or at the Goods' final destination. The Contractor shall give all reasonable facilities and assistance-including drawings and production data-to the Commission at no charge to the Commission.
- (c) Should any inspected or tested Goods fail to conform to the technical specifications, the Commission reserves the right to reject them and the Contractor shall either replace the rejected Goods or make all alterations necessary to meet specification requirements free of cost to the Commission.
- (d) The Commission's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival at the point of delivery designated by the Commission or at the Commission's offices, shall in no way be limited or waived by reason of the Goods' having previously been inspected, tested and passed by the Commission.
- (e) Nothing in this Section on Inspections and Tests shall in any way release the Contractor from any warranty or other obligations under the Contract.
- (f) All equipment/material supplied under the Contract may be subject to pre-shipment inspection by a third party to be specified by the Commission. The Contractor is not liable for cost of this inspection.

30. PACKING

The Contractor shall comply or ensure compliance with the following provisions concerning packing:

- (a) The Goods shall be packed as is required to prevent their damage or deterioration during transit to their final destination. The packing shall be sufficient to withstand, without limitation, rough handling during transit.
- (b) In the case of a cross-border shipment, the Goods shall have appropriate export packing. If necessary, all cases/crates must be wrapped inside with heavy-duty plastic lined paper, should be steel-strapped and must be able to withstand tough handling. Skids for truck handling are imperative if the gross weight is more than 30 kilograms.
- (c) The consignment shall be marked and shipped as per address shown on the Purchase Order Form.
- (d) Neither partial delivery nor transshipment shall be made unless specifically agreed by the Commission in writing.
- (e) Each case/crate/package shall carry a consecutive number, dimensions, volume, and weight (i.e. Case No. X of Y cases, A x B x C cm, E m³, D Kg.) and shall be marked as follows:

EQUIPMENT FOR
THE PREPARATORY COMMISSION FOR THE
COMPREHENSIVE NUCLEAR-TEST-BAN
TREATY ORGANIZATION.
[point of delivery]

PURCHASE NO. _____
GROSS WEIGHT _____
NET WEIGHT _____

- (f) Markings shall be done with weatherproof materials. All non-containerized Goods shall be shipped below deck.
- (g) Each case/crate/carton shall carry (outside) a copy of the packing list describing the contents of the case/crate/carton. Outside Case No. 1 should be attached with invoice covering the actual delivery. The accompanying papers must be made out in the English language.
- (h) Prior to delivery, a fax (or a letter by courier service) shall be sent to the consignee, if any, advising of the following:
 - ◆ purchase order/Contract number;
 - ◆ waybill number or equivalent reference number of the shipment (if any);
 - ◆ number of boxes/cartons/crates/etc.;
 - ◆ estimated time of departure (ETD);
 - ◆ point of departure and name of freight carrier;
 - ◆ estimated time of arrival (ETA) to final destination.
- (i) The following documents shall be enclosed with the shipment in case of shipping by air:
 - ◆ airway bill;
 - ◆ proforma or commercial invoice;
 - ◆ packing list.
- (j) The above documents are indispensable and must reach the consignee, if any, on time to permit customs clearance and in order to avoid demurrage charges.

31. DELIVERY AND TRANSPORTATION

- (a) Delivery of the Goods shall be made by the Contractor in accordance with the terms specified in the Contract, and the Goods shall remain at the risk of the Contractor until delivery has been completed.
- (b) Transport of the Goods to the port of discharge or such other point in the country of destination and/or forwarding to the consignee, if any, (door-to-door) specified in the Contract shall be arranged and paid for by the Contractor and the cost thereof shall be included in the Contract Price.

32. TAKE-OVER/HAND-OVER

Upon successful completion of delivery or of installation and a testing and evaluation period, as specified in the Contract, responsibility for the Goods will be handed over to the consignee or other designated entity.

33. EXPORT LICENCES

If an export licence or any other governmental authorization is required for the Goods, it shall be the obligation of the Contractor to obtain such licence or governmental authorization. In the event of failure to obtain such licence or authorization within reasonable time, the Commission may declare the Contract null and void.

34. SPARE PARTS

In accordance with the Contract, the Contractor may be required to provide any or all of the following materials and notifications pertaining to spare parts manufactured and/or distributed by the Contractor:

- (a) Such spare parts as the Commission may choose to purchase from the Contractor, provided that the Contractor is not relieved of any warranty obligations under the Contract;
- (b) In the event of termination of production of the spare after delivery of the Goods:
 - (i) advance notification to the Commission of the pending termination, in sufficient time to permit the Commission to place a final order;
 - (ii) following such termination, furnishing at no cost to the Commission, the blueprints, drawings and specifications of the spare parts, if and when requested.

35. UNITED NATIONS CONVENTION ON CONTRACTS FOR THE INTERNATIONAL SALE OF GOODS

Questions concerning matters arising under the Contract, but not settled in it, shall be settled in conformity with the United Nations Convention on Contracts for the International Sale of Goods (Vienna, 1980), which shall be applicable to the Contract. The applicable language version of the Convention shall be the version in which the Contract is written.

36. SUSTAINABLE BUSINESS PRACTICES

The Commission requires the Contractor and its personnel to:

- (a) support and respect the protection of internationally proclaimed human rights¹ and to observe the highest standards of ethics and integrity throughout its supply chains.
- (b) abide by the United Nations Supplier Code of Conduct².
- (c) to take appropriate steps, whenever possible to perform its obligations in a manner that takes into account economic, environmental and social considerations.
- (d) certify that they have not and will not engage in harassment or sexual harassment, proscribed practices or any further practice described in Clauses 37, 38, 39, 40

¹ UN Guiding Principles on Business and Human Rights, available at https://www.ohchr.org/Documents/Publications/GuidingPrinciplesBusinessHR_EN.pdf.

² Available at <https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct>.

and 41, during the procurement process and the performance of the Contract.

37. PREVENTION OF HARRASSMENT AND SEXUAL HARRASSMENT

- (a) The Commission is committed to providing a professional work environment that upholds the highest standards of equality, respect and dignity for all. In this regard, and without limitation to any other provision contained herein:
- (i) The Contractor shall adhere to zero tolerance for harassment and therefore accepts and agrees to refrain from any conduct which could, in the view of the Commission, meet the definition of harassment and/or sexual harassment. For the avoidance of doubt, “harassment” shall be understood as any improper or unwelcome conduct that might reasonably be expected or be perceived to cause offence or humiliation to another person when such conduct interferes with work, is made a condition of employment, or creates an intimidating, hostile or offensive work environment. “Sexual harassment” shall be understood as harassment of a sexual nature, and the above definition of harassment applies equally to sexual harassment. Sexual harassment may occur between persons of opposite sex or of the same sex.
 - (ii) The Contractor shall take all reasonable and appropriate measures to prevent and deter harassment and sexual harassment or abuse of anyone by its employees, agents, officials or any other persons engaged or controlled by the Contractor to perform the Services.
 - (iii) The Contractor shall promptly report to the Commission any actual, reported or suspected cases of harassment, sexual harassment or abuse of anyone by its employees, agents, officials or any other persons engaged or controlled by the Contractor to perform the Services of which the Contractor becomes aware. Such reports to the Commission may be on a no name basis, if necessary.
 - (iv) In addition to notifying the Commission pursuant to sub-clause (iii) above, on becoming aware of any allegation of harassment, sexual harassment or abuse of anyone, the Contractor shall take all reasonable and appropriate measures to address the matter, including engaging in good faith consultations with the Commission, while ensuring minimum impact and/or disruption of the Services.
- (b) The Contractor acknowledges and agrees that any breach of the provisions of this Clause 37, as determined by the Commission, shall permit the Commission, at its sole discretion, to:
- (i) Request the Contractor to remove, temporarily or permanently, from the relevant assignment, any Contractor’s personnel reported for having committed harassment, sexual harassment or abuse of anyone.
 - (ii) Terminate the Contract, and/or any other agreement, arrangement or partnership concluded by the Commission with the Contractor, immediately upon

written notice to the Contractor, without any liability for termination charges or any other liability of any kind, on the terms and conditions as are provided for in Clause 26 (Termination) above; and/or

- (iii) Exclude the Contractor from participating in any ongoing or future solicitations, and/or entering into any future contractual or collaborative relationships with the Commission and/or suspend the Contractor from the Commissions supplier roster.
- (c) The Commission shall be entitled to report any breach of the provisions of this Clause 37, as determined by the Commission, to the Commission’s governing bodies, other UN agencies and/or donors.

38. PROSCRIBED PRACTICES

The Commission requires that the Contractor and its personnel certify that they have not and will not engage in proscribed practices and proscribed conduct during the procurement process and the performance of the Contract. The Commission defines Proscribed Practices as follows:

Fraudulent practice: is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

Corrupt practice is the offering, giving, receiving, or soliciting, directly or indirectly, anything of value to influence improperly the actions of another party;

Coercive practice is the impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of any party in order to influence the actions of that party;

Collusive practice is the proposing or entering into an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party;

Unethical practice is conduct or behaviour that is contrary to the conflict of interest, gifts and hospitality, post-employment provisions or other published requirements of doing business with the Commission;

Obstructive practice is any act which deliberately and in an effort to compromise an investigation, destroys, falsifies, alters or conceals information or documents that may be relevant to a fraud and corruption investigation, or material that could become evidence as a result of such investigation; or the making of false statements to investigators during such an investigation.

39. CHILD LABOUR

The Contractor represents and warrants that neither it, its parent entities (if any), nor any of the Contractor’s subsidiary or affiliated entities (if any) is engaged in any practice inconsistent with the rights set forth in the Convention on the Rights of the Child, including Article 32 thereof, which, inter alia, requires that a child shall be

protected from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral or social development.

40. MINES

The Contractor represents and warrants that neither it, its parent entities (if any), nor any of the Contractor's subsidiaries or affiliated entities (if any) is engaged in the sale or manufacture of anti-personnel mines or components utilized in the manufacture of anti-personnel mines.

41. TERRORISM

The Contractor shall ensure that none of the funds received from the Commission under the Contract are used, directly or indirectly, to provide support to individuals or entities subject to sanctions or other measures promulgated by the United Nations Security Council and appearing in the Consolidated United Nations Security Council Sanctions List. This provision shall be included in all subcontracts or sub-agreements entered into under the Contract.

42. FULL DISCLOSURE

- (a) The Contractor will immediately notify the Commission upon becoming aware of any Proscribed Practices or other prohibited practices or conduct or suspicion thereof, as per Clauses 37-41, by itself or its personnel during the procurement process or the performance of the Contract. The Contractor will take all appropriate measures to prohibit and prevent its personnel from engaging in Proscribed Practices or any other prohibited conduct, as well as to investigate allegations thereof, or to take corrective action when such a Proscribed Practice or any other prohibited conduct has occurred.
- (b) The Contractor further warrants that it is not the subject of any sanctions, or otherwise identified as ineligible by any government, supranational organization (e.g., European Union), another entity of the United Nations System or multilateral development finance institution. The Contractor will disclose to the Commission if it becomes subject to any sanction or temporary suspension during the term of the Contract. The Contractor recognizes that a breach of this provision constitutes a fraudulent practice.

43. DATA PROTECTION

- (a) **Use of the Commission's data:** Use (including accessing, processing, retention, storage) of the Commission's data is limited to the purposes contained in the Contract and such use will be limited to Contractor's personnel on a "need to know" basis. Use of the Commission's data for internal research, marketing, sales, or promotional purposes is strictly prohibited. Subject to Clause 12 (Confidentiality), the

Contractor will treat the Commission's data as confidential and may neither disclose it nor make it available to any third-party except with the prior written authorization of the Commission.

- (b) **Compliance:** The Contractor confirms that it has a data protection policy in place that meets applicable legal requirements and that it will apply such a policy to the Commission's data, without prejudice to the privileges and immunities of the Commission. The Contractor will implement technical and organisational measures to ensure appropriate protection of the Commission's data, in conformity with the abovementioned requirements and internationally recognised standards and best practices. In addition, the Contractor will:
- (i) at its sole expense and risk, return, delete, or destroy all the Commission's data, including data backups, upon written instruction of the Commission. The Commission will provide a reasonable period of time and take into account the Contractor's legitimate interests, as well as the termination or expiration date of the Contract;
 - (ii) process, retain or store the Commission's data exclusively in countries that are signatories to the Comprehensive Nuclear-Test-Ban Treaty and that ensure adequate legal protection of the Commission's privileges and immunities; and
 - (iii) be liable for any resulting damages or penalties for its failure to comply with its obligations.
- (c) **Data security:** Upon discovery of a data security breach, the Contractor will immediately notify the Commission and undertake at its sole expense to:
- (i) propose immediate remedial actions (including containment);
 - (ii) implement, as directed by the Commission, all necessary damage mitigation and remedial actions;
 - (iii) where applicable, as directed by the Commission, restore the Commission's and end-users' access; and
 - (iv) keep the Commission informed of its progress.
- (d) The Contractor, at its sole expense, will cooperate fully with any Commission investigation, remediation steps and response to a data security breach.

44. ESSENTIAL TERMS

The Contractor acknowledges and agrees that each of the provisions in Clauses 36 to 43 above constitutes an essential term of the Contract and that any breach of any of these provisions shall entitle the Commission to terminate the Contract or any other contract the Contractor has with the Commission, immediately upon notice to the Contractor, without any liability for termination charges or any other liability of any kind. Furthermore, the Commission is entitled to exclude the Contractor from participating in future tenders should the Contractor breach any of the provisions included in Clauses 36 to 43.

ANNEX B

SPECIFICATIONS

**PROVISION OF COMPUTER EQUIPMENT AND RELATED
ANCILLARY SERVICES FOR IMS STATIONS**

1 GENERAL

These Specifications describe the requirements for the provision of hardware and related ancillary services for items of standard computer equipment and peripherals with fixed prices on call-off basis over a period of three (3) years plus the option to extend the contract twice for 12 (twelve) months period each.

The computer equipment is for use at any of the stations of the International Monitoring System (IMS) being established by the Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organisation (the Commission) (see <http://www.ctbto.org/map/#ims>).

The Commission requires the Contractor to provide computer equipment (including packaging and delivery) to its offices in Vienna, Austria, on call-off basis through Formal Requests for Delivery (FRD).

The Commission makes no firm commitment to purchase any specific quantity or make purchases at any specific time during the contract period. However, the Contractor must be able to supply equipment as and when requested by the Commission based on the fixed unit prices quoted in the Financial Bid. An indicative demand for planning purposes only, constitutes approximately **75 computer systems each year**.

The Contractor shall notify the Commission immediately in the event of a model change affecting significant product improvement of the computer equipment or obsolescence issues. The Commission will adopt or upgrade to new technologies and standards while phasing out technologies that are legacy, obsolete, expensive to maintain or operate, or have high costs of ownership.

The Contractor shall offer, supply and deliver the following items with, unless otherwise explicitly stated, **minimum technical specifications** as described in Section 2 below.

2 MINIMUM TECHNICAL SPECIFICATIONS

2.1 Ruggedized low power DC Computer with wide operating temperature range

This deliverable pertains to supply of ruggedized low power DC computer with wide operating temperature range to withstand deployments inside equipment vaults of IMS stations throughout the world and in widely ranging climates. The maximum power consumption and compliance with the environmental specifications below is a mandatory requirement. The bidders are free to propose any solution, which meets or exceeds the below minimum technical requirements (highlighted in **bold font**):

Processor:	Minimum 6 Cores / 6 Threads, 3 GHz + processor 9 th generation Intel Core i5 or alternative CPU with similar or better performance
Memory:	16 GB DDR4 SODIMM WT minimum
Data Storage:	500-1000 GB Solid State Drive (SSD) , TLC WT, 2.5" SATA or better

The appointed SSD should comply with mean-time-between-failure (MTBF) classification of the following SSDs (WD Red SN700 SSD, Samsung 980 Pro SSD, or Intel 660p / 670p SSD). Utilization of one of the above SSDs inside the proposed deliverable is an asset.

Power Input: **12V – 36V DC** input, with AC adapter (100-240V AC, 50/60Hz, EU plug)
(6V/9V – 36/48V DC input complies with this requirement)

Power Consumption*: Peak power consumption < 20 W
Typical power consumption < **15W**

Environmental*: Operating temperature: **-25° C to +60° C**
-40° C to +75° C desired
Humidity: ≤ **95%**, non-condensing
Shock & Vibration: **IEC 60068-2-27 & IEC 60068-2-64** compliant
SSD withstanding **min 30G impact** for 11 ms duration

* Mandatory Requirement

Networking: **2 x RJ-45** LAN ports with WoL (Wake On Lan) support minimum

Interface ports: **2 x RS-232** COM ports minimum
6 x USB ports minimum
1 x DVI-D port (up to 1920 x 1080 @ 60 Hz) or
1 x DVI-I port (up to 1920 x 1080 @ 60 Hz)
1 x VGA port desired (not required for technical compliance)
1 x HDMI port, if DVI-D / DVI-I / VGA ports not available
Support of dual display is an asset

Packaging: Dimensions not to exceed 300 mm x 200 mm x 100 mm
Max weight not to exceed 5 kg

Approvals: **CE, FCC, RoHS**, EN50121-3-2, EN50155

Other: **Passive cooling**
19" rack-mountable option is an asset

Operating System: Support of Linux OS, to be installed post-delivery by the Commission

Optionally, if requested by the Commission:

- Windows 10 / Windows 11, preinstalled on the computer
- Windows 7 (32-bit), preinstalled on the computer

The Commission may Contract the Contractor to pre-configure the system based on the Commission's requirements, utilizing the Engineering services on the Contract

The desired deliverable shall constitute [Stealth LPC-965](#) rugged fanless mini PC or alternative model meeting or exceeding the minimum technical specifications listed under section 2.1 of these ToR.

2.2 Ruggedized low power DC computer for high volume data acquisition

The principal requirement of this deliverable is a low power DC computer, which is to be deployed inside a Central Recording Facility (CRF) and tasked with acquisition of large data volumes, often representing IMS primary seismic arrays, capable to handle resources intensive I/O operations. The requirement of this deliverable focuses on faster processor with minimum four cores, higher amounts of RAM, and robust solid state hard drive(s). The bidders are free to propose any solution, which meets or exceeds the below minimum technical requirements.

Processor: Minimum **8 Cores** / 8 Threads, **3.6 GHz** + processor
9th generation Intel Core i7, or alternative CPU with similar or better performance

Memory: **16 GB** DDR4 SODIMM WT minimum

Data Storage: **500-1000 GB Solid State Drive (SSD), 3D NAND, 2.5"** SATA or better

The appointed SSD should comply with mean-time-between-failure (MTBF) classification of the following SSDs (WD Red SN700 SSD, Samsung 980 Pro SSD, or Intel 660p / 670p SSD). Utilization of one of the above SSDs inside the proposed deliverable is an asset.

Power Input: **12V – 36V DC** input, with AC adapter (100-240V AC, 50/60Hz, EU plug)
(6V/9V – 36/48V DC input complies with this requirement)

Power Consumption*: Peak power consumption < 25 W
Typical power consumption < **20W**

Environmental*: Operating temperature: **0° C to +40° C**
Humidity: ≤ **95%**, non-condensing
Shock & Vibration: **IEC 60068-2-27 & IEC 60068-2-64** compliant
SSD withstanding **min 30G impact** for 11 ms duration

* Mandatory Requirement

Networking: **2 x RJ-45** LAN ports with WoL (Wake On Lan) support minimum

Interface ports: **2 x RS-232** COM ports minimum
6 x USB ports minimum
1 x DVI-D port (up to 1920 x 1080 @ 60 Hz) or
1 x DVI-I port (up to 1920 x 1080 @ 60 Hz)
1 x VGA port desired (not required for technical compliance)
1 x HDMI port, if DVI-D / DVI-I / VGA ports not available
Support of dual display is an asset

Packaging: Dimensions not to exceed 300 mm x 200 mm x 100 mm
Max weight not to exceed 5 kg

Approvals: **CE, FCC, RoHS, EN50121-3-2, EN50155**

Other: **Passive cooling**
19" rack-mountable option is an asset

Operating System: Support of Linux OS, to be installed post-delivery by the Commission

Optionally, if requested by the Commission:

- Windows 10 / Windows 11, preinstalled on the computer
- Windows 7 (32-bit), preinstalled on the computer

The Commission may Contract the Contractor to pre-configure the system based on the Commissions requirements, utilizing the Engineering services on the Contract

The desired deliverable shall constitute [Stealth LPC-960](#), [Stealth LPC-490](#), rugged fanless mini PC or alternative model meeting or exceeding the minimum technical specifications listed under section 2.2 of these ToR.

2.3 Ruggedized low power DC computer – low data acquisition option

The Commission wishes to remain flexible in sourcing a low data acquisition solution to address the use cases representing low data volume installations in moderate climates. In such cases, low power DC computer with lower specifications and reduced temperature operating range represents best value for money, while meeting the performance demands at the IMS station and or CRF. The second use case arises from the deployment of this deliverable as the designated station operator computer, for monitoring data acquisition, state of health (SOH) of all data arriving at the CRF. The bidders are free to propose any solution, which meets or exceeds the below minimum technical requirements:

- Processor:** Intel Celeron Quad Core processor, 2.4 GHz+, or alternative CPU with similar or better performance
- Memory:** **8 GB DDR3 SO-DIMM**
16 GB DDR3 SO-DIMM is an asset
- Data Storage:** **500-1000 GB Solid State Drive (SSD)**, TLC, 2.5", WT, SATA or better

The appointed SSD should comply with mean-time-between-failure (MTBF) classification of the following SSDs (WD Red SN700 SSD, Samsung 980 Pro SSD, or Intel 660p / 670p SSD). Utilization of one of the above SSDs inside the proposed deliverable is an asset.
- Power Input:** **12V – 36V DC** input, with AC adapter (100-240V AC, 50/60Hz, EU plug) (6V/9V – 36/48V DC input complies with this requirement)
- Power Consumption*:** Peak power consumption < 17 W
Typical power consumption < **12W**
- Environmental*:** Operating temperature: **-20° C to +40° C**
Humidity: ≤ **95%**, non-condensing
Shock & Vibration: SSD withstanding **min 30G impact** for 11 ms duration

* Mandatory Requirement

- Networking:** **2 x RJ-45** LAN ports with WoL (Wake On Lan) support minimum
- Interface ports:** **2 x RS-232** COM ports minimum
4 x USB 2.0+ ports minimum
1 x DVI-D port (up to 1920 x 1080 @ 60 Hz) or
1 x DVI-I port (up to 1920 x 1080 @ 60 Hz)
1 x VGA port desired (not required for technical compliance)
1 x HDMI port, if DVI-D / DVI-I / VGA ports not available
Support of dual display is an asset
- Packaging:** Dimensions not to exceed 300 mm x 200 mm x 100 mm
Max weight not to exceed 5 kg
- Approvals:** **CE, FCC, RoHS**
- Other:** **Passive cooling**

19" rack-mountable option is an asset

Operating System: Support of Linux OS, to be installed post-delivery by the Commission

Optionally, if requested by the Commission:

- Windows 10 / Windows 11, preinstalled on the computer
- Windows 7 (32-bit), preinstalled on the computer

The Commission may Contract the Contractor to pre-configure the system based on the Commissions requirements, utilizing the Engineering services on the Contract

The desired deliverable shall constitute [Stealth LPC-815](#), [Stealth LPC-915](#) rugged fanless mini PC or alternative model meeting or exceeding the minimum technical specifications listed under section 2.3 of these ToR.

2.4 Ruggedized Notebook Computer

This deliverable pertains to the provision of ruggedized notebook computers with hardened requirements suited for use in open elements in field environments. The bidders are free to propose any solution meeting or exceeding the minimum technical requirements summarized below (hard requirements are listed in **bold font**):

Processor:	Intel Core i5 @ 2.7 GHz minimum or equivalent CPU
Memory:	16 GB DDR4 RAM
Data Storage:	500-1000 GB Solid State Drive (SSD)
Display:	15" anti-reflective, sunlight-readable display (resolution 1920 x 1080 or better)
Environmental*:	Operating temperature: -20° C to +55° C minimum Humidity: ≤ 95% , non-condensing Shock & Vibration: Vibration and drop resistant
* Mandatory Requirement	
Networking:	2 x Integrated 10/100/100 base-T RJ-45 Ethernet ports Integrated WiFi 802.11a/b/g/n/ac
Interface ports:	3 x USB 3.0+ ports minimum 1 x HDMI or VGA port 1 x RS-232 port is an asset
Battery:	Long life battery pack (Li-ion battery (99 Wh or equivalent)) Secondary battery bay with battery of similar specification is an asset Material safety data sheet (MSDS) must be included with all shipments and provisions of deliverable 2.4
Power:	100-240VAC, 50 / 60 Hz (with EU plug) MIL-STD-461 AC adapter is an asset

- Packaging:** Dimensions not to exceed 420 mm x 330 mm x 70 mm
Max weight not to exceed 5.5 kg (without packing materials)
- Approvals:** **CE, FCC, RoHS**
- Other:** **MIL-STD-810H certified** is a strong asset
CD/DVD drive read/write as an option
- Operating System:** Preinstalled Windows 11 with valid license

The desired deliverable shall constitute [Getac X500](#), [Getac X600](#), [Panasonic Toughbook-40](#), or alternative model meeting or exceeding the minimum technical specifications listed under section 2.4 of these ToR.

2.5 Peripherals and Accessories

The bidders are requested to propose a list of computer peripherals and accessories fulfilling the below requirements:

A. Provision of spare parts for deliverables 2.1, 2.2, 2.3, to be procurable separately:

RAM:

- 32 GB DDR4 SO-DIMM WT RAM
- 64 GB DDR4 SO-DIMM WT RAM
- 32 GB DDR4 ECC SO-DIMM WT RAM
- 64 GB DDR4 ECC SO-DIMM WT RAM

Solid State Drives (SSDs):

- 256 GB SSD, TLC, WT, 2.5" SATA
- 512 GB SSD, TLC WT, 2.5" SATA
- 1 TB SSD, TLC, WT, 2.5" SATA
- 480 GB SSD, 3D NAND, 2.5" SATA
- 960 GB SSD, 3D NAND, 2.5" SATA

Accessories:

- DIN rail mounting brackets
- DP to VGA adapter
- DP to HDMI adapter
- DP to DVI adapter
- AC adapter (100-240 VAC, 50/60 Hz), with EU plug
- DVD+/-RW/CDRW Drive
- Blu-Ray Burner/DVD+/- Drive

B. Provision of spare parts for deliverable 2.4, to be procurable separately:

RAM:

- 32 GB DDR4 RAM
- 64 GB DDR4 RAM

Solid State Drives (SSDs):

- 512 GB SATA SSD
- 1 TB SATA SSD

Notebook accessories:

- Spare battery
Material safety data sheet (MSDS) must be included with all shipments
- Backpack
- AC adapter (100-240 VAC, 50/60 Hz), with EU plug

C. 1U 19" rack-mount keyboard tray LCD monitor with built-in KVM switch

- 1U for 19" rack-mountable
- 19" LCD widescreen with min resolution of 1920 x 1080
- Integrated 8 port KVM switch, with interface cables included
- 100-240 VAC, 50/60Hz
- HDMI + DVI-D + VGA support is an asset

D. 104-Key PC US English QWERTY USB keyboard & Optical USB mouse

E. Waterproof fold-up or roll-up keyboard with English QWERTY format and USB interface

F. USB Hub

- Supporting 6 or more USB 3.0 ports, backward compatible with USB 2.0, with interface cable

G. FHD Monitor

- 24" - 27" FHD (or similar) monitor with minimum resolution of 1920 x 1080 or better
- 1 x DVI and/or HDMI + 1 x VGA interfaces minimum

2.6 Micro-computer

This deliverable pertains to the provision of micro-computer with technical specifications meeting or exceeding the below:

fit-PC4 Pro with the below specifications:

- AMD GX-420CA processor with 64-bit quad core processor, 2 GHz (or similar)
- 8 GB DDR3 RAM minimum
- 1 x SSD drive (64GB+)
- 2 x Gbe LAN ports
- 2 x USB 3.0, 2 (or more) USB 2.0
- 1 x RS-232 serial port (with DB-9 adapter cable included)
- 1 x HDMI (up to 1920 x 1200 @ 60 Hz) display interface
- Power supply (100-240 VAC, 50/60 Hz), with EU plug

Fitlet2 micro-computer with the below specifications:

- Intel Atom x7x CPU (or similar)
- 8 GB DDR3 RAM, minimum
- 1 SSD drive (64GB+)
- 2 x Gbe LAN pots
- 4 x USB ports

- 1 x RS-232 serial port (with DB-9 adapter cable included)
- 1 x HDMI display interface
- Power supply (100-240 VAC, 50/60 Hz), with EU plug

This deliverable shall constitute the above or similar models meeting or exceeding the minimum technical specifications listed above. Power consumption of the proposed models is not to exceed **12W**.

3 REMOTE TECHNICAL SUPPORT

The Contractor shall provide a remote technical support upon request regarding issues relating to installation and integration of operating systems and other software onto computers listed in Section 2. Initial remote technical support response within **48 hours** of the Commission's request for assistance is required. The Contractor shall provide hourly or daily technical support.

4 EXPERT ENGINEERING AND/OR INTEGRATION SERVICES

As and when required by the Commission, the Contractor shall provide expert Engineering and/or integration services, which may be utilized for assistance of preconfiguring the deliverables with operating system, and or installation of custom Commission-supplied images prior to delivery. The Contractor shall provide person-day support as set out in this Section of the Specifications.

5 WARRANTY

All deliverables supplied under sections 2.1 through 2.6 of this ToR, shall be backed-up by a minimum of two (2) years manufacturer warranty. For item 2.4 (Ruggedized Notebook Computer) a 5 years bumper-to-bumper warranty is desired.

6 DOCUMENTATION

All documentation, instructions, and user manuals accompanying the hardware deliverables listed under section 2 of these ToR must be provided in the English language. All deliverables (especially 2.4, containing Lithium-based battery packs) are to be provided with **material safety data sheet (MSDSs)**.

7 DELIVERY

7.1 Delivery to Vienna, Austria

Delivery based on DAP (Incoterms 2020) shall be made to the following address:

Receiving Area
Vienna International Centre (VIC)
PTS/CTBTO
Wargamer Strasse 5
PO Box 1200
A-1400 Vienna, Austria.

It is the responsibility of the Contractor to arrange packaging, insurance and safe delivery of the requested items of equipment to the Commission without any damage and in full accordance with the relevant FRD. The Contractor shall be liable for any damage to equipment until its written acceptance by the Commission.

The following additional information shall be provided for items with each delivery, where relevant:

- (a) Material safety data sheet (MSDS);
- (b) Data sheet and technical specifications for computer battery packs;
- (c) Country of origin;

- (d) MILL (quality assurance document used in the metals industry to quantify the chemical and physical properties of a material) certificate (if available).

7.2 Delivery Date

Unless otherwise agreed at the time of placement of order by the Commission (i.e. issuance of FRD), the Contractor shall ensure that the delivery date must be **as soon as possible but not later than 90 calendar days** (incl. weekends and/or holidays) from the date of the release of the FRD.