

## REQUEST FOR QUOTATION

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THIS IS NOT AN ORDER

**To:** ALL BIDDERS

**CTBTO Ref. No.:** 2024-0061/Thorvaldsdottir  
(PLEASE QUOTE ON ALL COMMUNICATIONS)

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

**Attn.:**

Phone:  
Fax:  
Email:

**Date:** 28 Mar 24

**Title of Request:** Airborne Visual Observation System

**Deadline for Submission:** 15 Apr 24

**Vienna Local Time:** 17:00

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

<b>Item</b>	<b>Description and Requirements</b>	<b>Quantity</b>	<b>U/M</b>
1	Airborne Visual Observation System In accordance with Annex B Terms of Reference	1	Lot

When preparing your quotation, 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 quotation.

Yours sincerely,

  
Sally Alvarez de Schreiner  
Chief, Procurement Services Section

**ACKNOWLEDGEMENT FORM**

<b>Solicitation No:</b> 2024-0061	<b>Closing Date:</b> 15 Apr 24
<b>Title:</b> Airborne Visual Observation System	<b>Vienna Local Time:</b> 17:00

**Procurement Staff:** Thorvaldsdottir

**CTBTO Req. No.:** 0010024188

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 proposal**

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 proposal 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 TO BIDDERS

CONDITIONS	
Delivery Terms (INCOTERMS 2020) and Destination	<p>DAP (Delivered at Place duty unpaid, VAT paid), door-to-door delivery to CTBTO, TeST Centre, 2444 Seibersdorf, Austria.</p> <p><b><i>Airborne Visual Observation System</i></b> (hereinafter referred to as the "System")</p> <p>Please note that the delivery must include insurance for the Goods.</p>
Evaluation	The Purchase Order will be awarded to the bidder whose technically compliant bid is considered to be the lowest cost to the Commission.
The Price	The Quotation shall include the costs of the equipment (including DAP (Incoterms 2020) door-to-door delivery to the CTBTO's premises at TeST Centre, 2444 Seibersdorf, Austria) and the services required in the attached Terms of Reference such as the costs for installation of the System, 2 hours of flight operation and training referred to in Section 2.3 of the Terms of Reference.
Currency	Please quote in EURO or US\$ only.
Taxes	<p>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 will be reimbursed by the Commission upon submission of the original supporting documentation. <b>"Taxes"</b> 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 Purchase Order, including customs restrictions and charges of similar nature in respect of articles imported or exported for the Commission's official use.</p> <p><i>(1) For Austrian companies</i> The price quoted shall be net of Taxes. All applicable Taxes payable by the selected bidder at the conclusion or implementation of the Purchase Order in respect of the System shall be quoted separately or be separately identified on the Proposal together with information on the nature of the tax and its method of calculation.</p> <p><i>(2) For European Union (EU) Companies</i> The price quoted shall be net of Taxes. All applicable Taxes payable by the selected bidder at the conclusion or implementation of the Purchase Order in respect of the System shall be quoted separately or separately identified on the Proposal 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 Purchase Order (Ref. EU VAT Council Directive 2006/112/EC, Article 151).</p> <p><i>(3) For Non-EU Companies</i> The price quoted shall be net of Taxes. All applicable Taxes payable by the selected bidder at the conclusion or implementation of the Purchase Order in respect of the</p>

	System shall be quoted separately or be separately identified on the Proposal 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 Purchase Order.
Insurance	Insurance to be included in the quotation must be for All Risk, covering 110% of the cost of the System 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 bidder and the Commission.
Validity of Quotation	Minimum 90 days as of the <b>Closing Date</b>
General Conditions	The Commission's General Conditions of Contracts (See Annex A)
Privileges & Immunities	Nothing in or relating to the Purchase Order shall be deemed to constitute an express or implied waiver of any Privileges and Immunities of the Commission.
Payment Terms	<p>Within 30 days of receipt and acceptance of the System and of the following documents:</p> <ol style="list-style-type: none"> <li>(1) Invoice(s) showing the firm fixed price of the Purchase Order. The Supplier shall submit the invoice(s) electronically, from the Supplier's official e-mail address in PDF format, duly signed and stamped by the Supplier and submitted to <a href="mailto:Payable_Invoices@ctbto.org">Payable_Invoices@ctbto.org</a>. The invoice shall contain detailed banking instructions, including SAP number of Purchase Order, the name and address of the Supplier's bank, account number, account holder's name and SWIFT, IBAN and/or ABA codes for payment by electronic transfer and actual pre-paid transportation and insurance cost (if applicable);</li> <li>(2) Delivery Notice acknowledged by designated receiving staff, showing all the items delivered;</li> <li>(3) The Supplier's certificate, counter-signed by the Consignee/end-user, confirming the successful completion of the Services;</li> <li>(4) Acknowledgement Copy of the Commission's Purchase Order with the Supplier's signature; and</li> <li>(5) Any other relevant documents.</li> </ol> <p>Applicable Taxes payable by the Supplier and/or its subcontractor(s) 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 Purchase Order, bank statements (or equivalent) showing the exchange rate used for the conversion shall be submitted to the Commission, in addition to any other supporting documentation.</p>
Other Documents to be included into Quotation	<p>Please submit, jointly with the Quotation, the following documents (attached hereto):</p> <ul style="list-style-type: none"> <li>- the Bidder's Statement, duly filled in;</li> <li>- the Bidder's Price Schedule;</li> <li>- the Vendor Profile Form; and</li> <li>- the Statement of Confirmation, duly signed.</li> </ul>

## OTHER INFORMATION

1. The Commission reserves the right to accept or reject bidder's quotation, partially or entirely, and to annul this procurement process at any time prior to award of the Purchase Order, without thereby incurring any liability to the bidder or any obligation to inform the bidder of the grounds for the Commission's action.
2. The bidder shall include in its quotation documentary evidence of its qualifications to perform the Purchase Order which shall establish to the Commission's satisfaction that the bidder has the financial, technical and production capability necessary to perform the Purchase Order in its entirety and to provide spare parts and other necessary on-going services as required.
3. The bidder shall bear all the costs associated with the preparation and submission of the quotation and the Commission shall not be responsible or liable for those costs, regardless of the conduct or outcome of this RFQ.
4. The bidder's price quotation shall be submitted in the English language, together with relevant technical literatures in duplicate, which shall also be in English.
5. The bidder's quotation shall be typed or written in indelible ink and signed by an official legally authorized to enter into contracts on behalf of their organization. The quotation shall not contain any inter-lineation, erasures or overwriting except as necessary to correct errors made by the bidder, in which case such corrections shall be initialled by the person or persons signing the quotation.
6. The Goods and Services to be rendered under the Purchase Order shall have their origin in the States Signatories of the Comprehensive Nuclear-Test-Ban Treaty (CTBT), the list of which is attached to this RFQ. For purposes of this paragraph, "the origin" means the place from where the materials, goods and/or from which the services are supplied.
7. Not later than 7 days before the deadline for submission of the quotations, any request for clarifications relating to the RFQ documents shall be emailed to [procurement@ctbto.org](mailto:procurement@ctbto.org), attention to Procurement Staff in charge of this matter referred to in the RFQ cover letter. If such requests are addressed to others or if additional information is obtained from others, it may lead to disqualification of the bidder. No requests for clarifications will be entertained after this time.
8. From the deadline for submission of quotation until the written notification of award, no bidder shall contact the Commission on any matter relating to its quotation, except when responding to a request from the Commission for clarification. Any effort to influence the Commission in its evaluation of the quotation(s) or its award decision shall result in the rejection of the quotation.
9. The Commission shall evaluate the compliance of the quotations with the RFQ requirements. Subject to its technical compliance, the quotations shall be examined for its contractual compliance and commercial acceptability. Based on the mentioned evaluation, the Commission will determine the quotation which is the "least costly technically acceptable". Deviation, if any, from the Commission's terms and conditions might be a factor in the decision of award.
10. In case of an award, the following documents shall govern the Purchase Order and in case of discrepancies or inconsistencies, the documents to prevail shall be given precedence in the following order:
  - (a) The Commission's Purchase Order
  - (b) The Commission's General Conditions of Contracts (Annex A)
  - (c) The Commission's Terms of Reference (Annex B)
  - (d) The bidder's Quotation (Annex C)

### **Use of former Preparatory Commission for the CTBTO ("Commission") employees in the preparation of Quotations:**

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 Quotation 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.

The quotation shall be submitted in writing to the email address below:

**[procurement@ctbto.org](mailto:procurement@ctbto.org)**

Bidders shall take note of the attached price schedule instructions when submitting the quotation.

Should there be items on our list that you cannot include in the quotation, we would appreciate you marking them, and returning the information to us, together with the names of any potential bidder(s) known to you. Please do this even if you cannot submit a quotation for any of the items and kindly don't forward the RFQ to any other parties without our knowledge.

Please confirm, within 5 working days, the receipt of this RFQ and your confirmation whether you will submit a quotation by the closing date mentioned herein.

**Attachments:**

- The Commission's General Conditions of Contract, incorporated herein by reference available at this link: [Microsoft Word - CTBTO General Conditions of Contract 08-10-2021 final clean.docx](#)
- The Commission's Terms of Reference
- List of CTBT State Signatories can be found at [www.ctbto.org](http://www.ctbto.org), with direct link to the list under [Status of Signatures and Ratifications | CTBTO](#)
- Bidders Statement and Statement of Confirmation
- Vendor Profile Form

**Please be informed that all open competitive tenders of the CTBTO are available on the Web.**

**For more information, please visit <http://www.ctbto.org/procurement>**

**BIDDER'S STATEMENT**  
**PLEASE STATE BELOW & SUBMIT WITH PROPOSAL**

Delivery Time:
Shipping weight (kg) and Volume (m <sup>3</sup> ) – if applicable:
List of recommended consumables and spares including prices and details on local availability, if applicable (please tick): <input type="checkbox"/> For one year period <input type="checkbox"/> For a period of .....
Warranty period applicable (it shall be for a <b>minimum of 24 months</b> , starting from the acceptance of the goods/services by the Commission) – please tick below:  <input type="checkbox"/> For a two year period <input type="checkbox"/> For a period of .....
Availability of local service in Vienna, Austria (if any):
State country of origin or assembly of all items quoted:
Quantity discount and early payment discount (if any):
Include documentary evidence of qualifications to perform the order, which shall establish to the Commission's satisfaction that the bidder has the financial, technical and production capability necessary to perform the order in its entirety and to provide spare parts and other necessary on-going services as required.  Included in this quotation : <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/>
<b>Confirmation that the bidder has reviewed the Commission's General Conditions of Contract and agreed to all terms and conditions.</b>  <div style="text-align: right;"> <b>Yes</b> <input type="checkbox"/>    <b>No</b> <input type="checkbox"/> </div>
<b>Remarks:</b>
With regards to the software provided with the Goods, state and confirm whether the software licenses are transferable to third parties, i.e. the Commission or the Commission's State Signatories (Member States).  <div style="text-align: right;"> <b>Yes</b> <input type="checkbox"/>    <b>No</b> <input type="checkbox"/>    <b>Not applicable</b> <input type="checkbox"/> </div>
<b>Remarks:</b>
<b>Name:</b>  <b>Name &amp; Title of Contact Person:</b>  <b>Signature &amp; date:</b>

## **ANNEX B**

### **TERMS OF REFERENCE**

#### **AIRBORNE VISUAL OBSERVATION SYSTEM**



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# 1 INTRODUCTION

The Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization (hereinafter referred to as the “Commission”) operates a global verification regime to monitor compliance with the Comprehensive Nuclear-Test-Ban Treaty (CTBT). It provides timely data, assessments and other products and services to Signatory States of the Treaty. More information can be found on the Commission's website: [www.ctbto.org](http://www.ctbto.org).

An On-Site Inspection (OSI) is the final verification measure to verify States’ compliance with the CTBT. The evolution of an OSI is dependent upon the implementation of the Inspection Team Functionality (ITF) concept, with particular questions being posed and answered through the application of inspection permitted techniques.

These Terms of Reference (hereinafter referred to as the "ToR") define the technical framework for the procurement of an Airborne Visual Observation System.

## 2 SCOPE

### 2.1 General specifications

The Supplier shall supply one (1) System for Airborne Visual Observation, hereafter referred to as the ‘System’. The system shall be rugged, optimised for installation and minimises visible cabling.

The anticipated solution involves four (4) independent push-to-talk devices that activate audio and video recording, with data stored on a central unit (that serves as a storage device and as a controller).

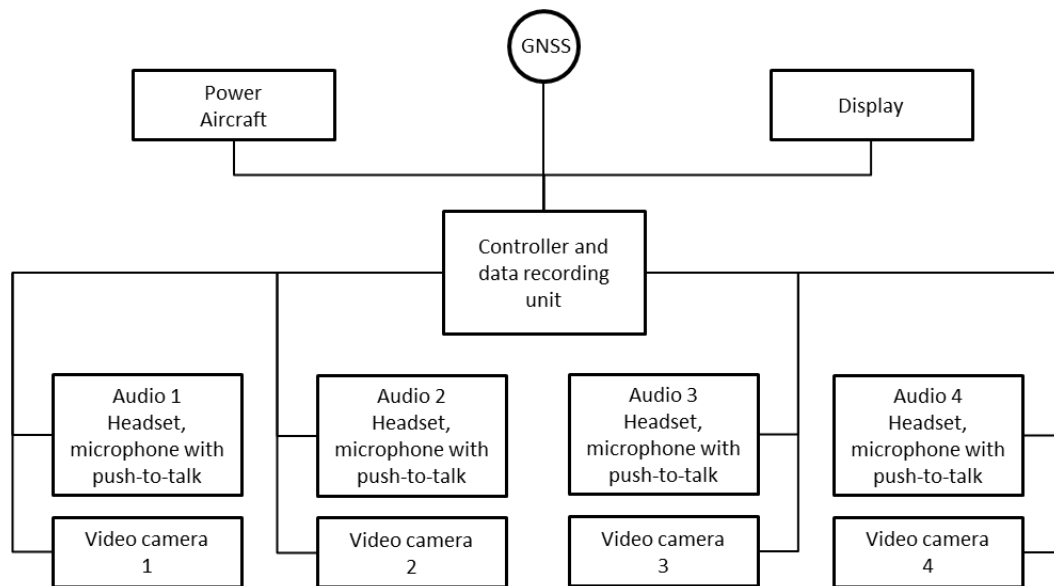
Optionally, the push-to-talk device could be configured to activate:

- Audio recording only,
- Video recording only,
- Audio and video recording.

The central controller and data recording unit is connected to:

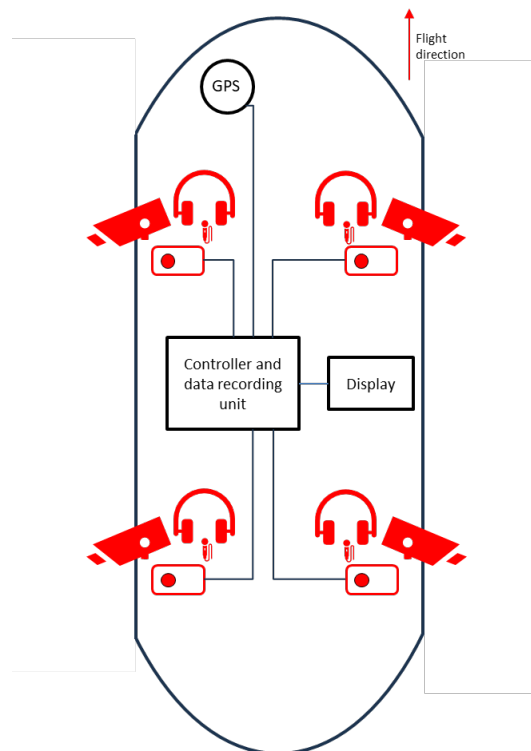
- A single GNSS antenna that provides position information to each recording,
- A single display that shows location information, the flight plan and the location of audio/video recordings,
- Each push-to-talk button / microphone / video camera.

The simplified schematic of the System is shown in Figure 1.



*Figure 1. Schematic representation of the airborne visual observation System*

The System is designed to be installed in mid-size helicopters e.g., Bell 212, and a typical arrangement inside a helicopter is shown in Figure 2.



*Figure 2: Schematic of the typical arrangement of airborne visual observation System items inside a mid-size helicopter*

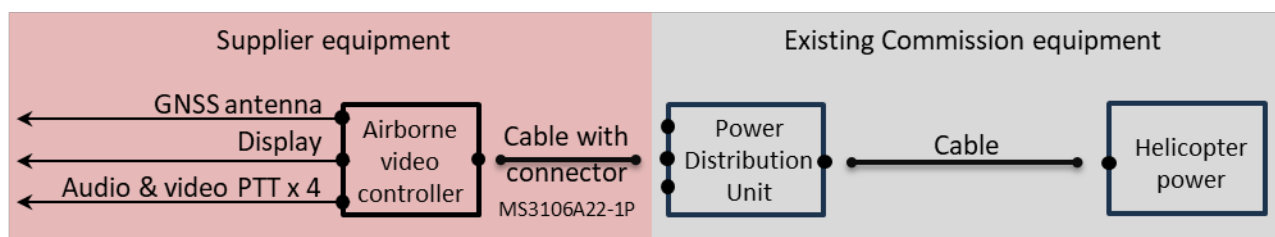



Figure 3: Simplified cabling diagram of the System

## 2.2 Mandatory Specifications

Detailed specifications are listed in the following table:

System element / function	Specification(s)
Combined controller, GNSS receiver and data recording unit	<ul style="list-style-type: none"> <li>• Compact, lightweight unit designed for operation on helicopters</li> <li>• Built-in GNSS receiver</li> <li>• All data stored on controller</li> <li>• Memory sufficient for 2 hours of simultaneous recording by 4 HD video cameras</li> <li>• Enables the upload of a flight plan as a 'shape' or similar format</li> <li>• Provides an output to display: <ul style="list-style-type: none"> <li>○ Flight plan</li> <li>○ Flight track</li> <li>○ Flight parameters including speed and height</li> <li>○ Location of audio/video recordings.</li> </ul> </li> <li>• Allows connected items e.g., push-to-talk, audio, video units to be uniquely identified e.g., port forward etc,</li> <li>• Allows video file naming to be unique and reflect the source identifier</li> <li>• Data stored on removable solid-state drives.</li> </ul>
Push-to-talk unit	<ul style="list-style-type: none"> <li>• Triggers audio and video recording and, optionally, allows audio recording only, video recording only or audio and video recording</li> </ul>
Video camera	<ul style="list-style-type: none"> <li>• Four (4) HD video cameras (bullet-type) with wide angle lens for internal cabin installation</li> <li>• Practical mounting to install video camera inside (not gimbal) rotary/fixed-wing aircraft</li> </ul>
Display unit	<ul style="list-style-type: none"> <li>• One (1) rugged flat panel to display output from the central control unit</li> </ul>

Headsets	<ul style="list-style-type: none"> <li>Option 1: Headsets are NOT required but the System shall be compatible with Derek Ark headset model H10-13H</li> <li>Option 2: Headsets are included provided that they simplify overall System performance, while meeting the requirement for ruggedness and sound quality during air operations</li> </ul>
GPS	<ul style="list-style-type: none"> <li><b>No</b> GNSS antenna is required but the System shall be compatible with NovAtel GNSS-303L-A Compact Triple-Frequency GNSS antenna.</li> </ul>
Power	<ul style="list-style-type: none"> <li>The System shall be powered by a single supply</li> <li>The System shall allow different power connectors to be used (see Figure 3)</li> <li>The System shall be supplied with a connector of type Amphenol MS3106A22-1P (see Figure 3), which connects the controller to the existing power distribution unit of the Commission</li> </ul>  <ul style="list-style-type: none"> <li>The System shall be supplied with a bench testing unit complete with a power adapter and fitted with a Europlug</li> </ul>
Cabling and connectors	<ul style="list-style-type: none"> <li>Cable lengths shall be adequate for the operation of the System in the cabin of a Bell 212</li> <li>All cables and connectors shall be rugged and compatible with air operations</li> </ul>
Documentation	<ul style="list-style-type: none"> <li>The System shall be accompanied by detailed installation documentation and shall include suggested workflows</li> </ul>
Software	<ul style="list-style-type: none"> <li>The Supplier shall supply a stand-alone software to enable: <ul style="list-style-type: none"> <li>The display and playback of airframe tracks, audio and video recordings</li> <li>Screen shots of video recordings</li> <li>Annotation</li> </ul> </li> <li>The software shall operate in an air-gapped environment and shall not connect to the internet – with the exception of one-off licensing – if required</li> </ul>

### **2.3 Acceptance test and training**

A two-day Acceptance Test and Training event shall be conducted with one day dedicated to in-flight operations and the second day to data processing procedures.

The Supplier shall arrange installation of the System and an Acceptance Test of the full System as detailed in section 2.1 on one of the following airframes:

- AS350 or similar,
- Bell 206 or similar,
- Fixed wing aircraft.

The Supplier shall provide one (1) expert to:

- Perform an Acceptance Test of the System with a member of the Commission,
- Conduct bespoke training in English for one member of the Commission.

The expert shall be fluent in English and be a recognised expert in the use of the equipment.

The Acceptance Test shall incorporate:

- System installation on an airframe,
- Power up procedures,
- In-flight operations,
- Post-flight data download procedures and data display.

The Training shall incorporate:

- An overview of hardware components,
- System in-flight optimisation including application of control software,
- Post-flight routines for data display.
- Basic maintenance and care that could be undertaken by the Commission.

The Acceptance Test and Training shall take place over two consecutive days on dates convenient to the Commission and the selected Supplier but no later than three (3) months after the contract is signed.

## **3 WARRANTY**

The Supplier shall provide warranty for a period of two (2) years. Warranty shall include complete replacement of any equipment provided by the Supplier, which at any time during the warranty period, due to manufacturing faults or poor workmanship does not meet at least one requirement of the present terms of reference.

## 4 REQUIREMENTS

The Commission is seeking a Supplier that can meet the requirements as set out in sections 2.1 and 2.2. The Supplier shall also be able to demonstrate, through referenced case studies, the provision of similar solutions to customers over the last five years.

## 5 DELIVERABLES

The Supplier shall supply all items in line with the specifications set out in section 2.1 and deliver the training as defined in section 2.2.

## 6 TIMEFRAME REQUIREMENTS

Event	Location (if any)	Dates
Acceptance Test and Training as described in section 2.2	Venue to be specified by the Supplier	No later than three (3) months after the Purchase Order is signed
Delivery of all items described in section 2.1.	CTBTO TeST Centre, 2444 Seibersdorf, Austria	No later than one (1) month after the Acceptance Test

## Attachment no. 1

### Technical Evaluation Matrix

Criteria	Mandatory (Y/N)	Offered (Y/N)	Notes
<b>General specifications</b>			
The Supplier has a track record of providing similar solutions to customers over the last five years – illustrated with case studies	Y		
The Supplier has understood the general requirements and has provided a solution that is in line with expectations including the fact that the System is rugged, optimised for installation and minimises visible cabling	Y		
<b>Detailed specifications</b>			
<p>Combined controller, GNSS receiver and data recording unit with the following specifications:</p> <ul style="list-style-type: none"> <li>• Compact, lightweight unit designed for operation on helicopters</li> <li>• Built-in GNSS receiver</li> <li>• All data stored on controller</li> <li>• Memory sufficient for 2 hours of simultaneous recording by 4 HD video cameras</li> <li>• Enables the upload of a flight plan as a ‘shape’ or similar format</li> <li>• Provides an output to display: <ul style="list-style-type: none"> <li>○ Flight plan</li> <li>○ Flight track</li> <li>○ Flight parameters including speed and height</li> <li>○ Location of audio/video recordings</li> </ul> </li> <li>• Allows connected items e.g., push-to-talk, audio, video units to be uniquely identified e.g., port forward etc,</li> <li>• Allows video file naming to be unique and reflect the source identifier</li> <li>• Data stored on removable solid-state drives</li> </ul>	Y		
<p>Push-to-talk unit, with the following specifications:</p> <ul style="list-style-type: none"> <li>• Triggers audio and video recording and, optionally, allows audio recording only, video recording only or audio and video recording</li> </ul>	Y		
<p>Display:</p> <ul style="list-style-type: none"> <li>• One (1) rugged flat panel to display output from the central control unit</li> </ul>	Y		
<p>System is compatible with:</p> <ul style="list-style-type: none"> <li>• Derek Cark headset model H10-13H or supplied with headsets that simplify overall System performance, while meeting the requirement for ruggedness and sound quality during air operations</li> <li>• NovAtel GNSS-303L-A Compact Triple-Frequency GNSS antenna.</li> </ul>	Y		
<p>Power related specifications:</p> <ul style="list-style-type: none"> <li>• The System is powered by a single supply</li> <li>• The System allows different power connectors to be used</li> <li>• The System is supplied with connector Amphenol of type MS3106A22-1P</li> </ul>	Y		



<ul style="list-style-type: none"> <li>The System is supplied with a bench testing unit complete with a power adapter and cable fitted with a Europlug</li> </ul>			
Cabling, with the following specifications: <ul style="list-style-type: none"> <li>Cable lengths are adequate for the operation of the System in the cabin of a Bell 212</li> <li>All cables and connectors are rugged and compatible with air operations</li> </ul>	Y		
Documentation: <ul style="list-style-type: none"> <li>The System is to be accompanied by detailed installation documentation and to include suggested workflows</li> </ul>	Y		
Software, with the following specifications: <ul style="list-style-type: none"> <li>Display and playback of airframe tracks, audio and video recordings</li> <li>Allow Screen shots of video recordings</li> <li>Annotation</li> <li>Software operates in an air-gapped environment and does not connect to the internet – with the exception of one-off licensing</li> </ul>	Y		
Acceptance test and training			
Offer includes Acceptance Test and details: <ul style="list-style-type: none"> <li>Airframe</li> <li>Location</li> </ul>	Y		
Offer includes commitment to training on the System by: <ul style="list-style-type: none"> <li>Naming expert trainer</li> <li>Agreeing to the syllabus as detailed in section 2.2. of the ToR</li> </ul>	Y		
Delivery and warranty			
<ul style="list-style-type: none"> <li>Acceptance Test and Training no later than three (3) months after the Purchase Order is signed</li> </ul>	Y		
<ul style="list-style-type: none"> <li>Delivery no later than one (1) month after the Acceptance Test and Training event</li> </ul>	Y		
<ul style="list-style-type: none"> <li>Warranty for a period of two (2) years</li> </ul>	Y		

## 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).<sup>1</sup>
- 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.

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<sup>1</sup> 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.<sup>1</sup>

Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Place (City and Country): \_\_\_\_\_

Date: \_\_\_\_\_

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<sup>1</sup> <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: <span style="float: right;">Title:</span>		
7. Legal Status (e.g. Partnership, Private Limited Company, Government Institution) PLEASE INCLUDE A COPY OF THE CERTIFICATE OF INCORPORATION		
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)**  <div style="display: flex; justify-content: space-between; margin-bottom: 10px;"> <span>Organization:</span> <span>Value in US\$ Equivalent:</span> <span>Year:</span> </div> <div style="display: flex; justify-content: space-between;"> <span>Organization:</span> <span>Value in US\$ Equivalent:</span> <span>Year:</span> </div>		
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:
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<b>Bank Details</b>  Bank Name:  Bank Address:  Exact Account Holder Name:	<b>Beneficiary Details</b>  Beneficiary Name: <small>(exactly as stated on bank statements)</small>  IBAN: <small>(if applicable)</small>  Account number:  SWIFT/BIC:  ABA/Sort Code:
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**Additional Details** (if applicable)  
  
 Correspondent bank:  
  
 Correspondent account number:  
  
 Correspondent SWIFT/BIC:  
  
 Tax Identification Number:

<b>FOR CTBTO USE ONLY</b>		
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.