

Reference No. ITB/SEC/737819/2025 Date: 31 July 2025

#### **INVITATION TO BID**

#### **Supply of Solar Power System**

1. The Organization for Security and Co-operation in Europe (OSCE) hereby solicits your bid for the supply and installation of **Solar Power System for** with a total capacity of 33 kW for the School #18 in Termiz, Surkhandarya region, Republic of Uzbekistan, in accordance with the requirements, terms and conditions stipulated herein.

2. This Invitation to bid (ITB) consists of this document and the following annexes:

Annex A: Instruction to Bidders (<u>www.osce.org/procurement</u>)

Annex B OSCE General Terms and Conditions for Goods (<u>www.osce.org/procurement</u>)

Annex C-1: Terms of Reference
Annex C-2: Technical Specifications
Annex D: Technical Compliance Form

Annex E: Pricing Format

Annex F: Acknowledgement Letter
Annex G: Vendor Registration Form

3. In submitting a Bid, the Bidder accepts in full and without restrictions the requirements of this ITB, including the Terms of Reference and the OSCE General Terms and Conditions for Goods, as the sole basis of this tender process, and waives his own conditions of sale, whatever they may be. The Bidder business practices shall be in accordance with the principles set out in the OSCE Supplier's Code of Conduct available on <a href="https://www.osce.org/procurement">www.osce.org/procurement</a>

#### **PRE-TENDER MEETING**

In order to ensure that all potential Bidders have the opportunity to clarify any questions they may have, an online Pre-Tender Meeting via ZOOM has been scheduled for 12 August 2025 at 11:00 a.m. (Vienna time).

Please indicate in the Acknowledgment Letter (Annex F) whether your company will attend the Pre-Tender Meeting and provide the email address to which the ZOOM connection details should be sent.

#### **INSTRUCTIONS FOR SUBMISSION OF BIDS**

4. Bids must be received by the OSCE at the address shown in paragraph 8 no later than <u>14:00 hours (Vienna time)</u>, on <u>21 August 2025</u>. Bids received after the designated time will be automatically rejected.

#### Content of the bid:

- 1) Copy of the company's registration document;
- 2) Completed Technical Specifications Form (Annex C) providing description of technical specifications and terms of your equipment complying the requirements set out in the ITB (item-by-item commentary on the technical specifications demonstrating substantial responsiveness of the offered goods to those specifications, or deviations, if any. Photos and brochures to be attached);
- 3) Completed Technical Compliance Form (Annex D);
- 4) Completed and duly signed Vendor Registration Form (Annex G);

- 5) List of previous similar projects implemented during the last 3 years, with brief description of each project, its amount and client names with their contact details: phone, e-mail address;
- 6) Copies of certificates of quality and/or conformity of the proposed equipment with industry standards (IEC61215, IEC61730 or equivalent);
- 7) References or recommendation letters from current or previous clients, to whom similar equipment have been supplied;
- 8) The Pricing Format (Annex E).
- ✓ The Pricing Format (Annex E) shall contain clear, concise price information presenting all costs associated with the completion of the project as per the TOR, including but not limited to accessories and equipment needed for the assembling, delivering, testing and commissioning the solar power system, as well as remuneration of the Bidder's personnel and all other compensations, insurance and social charges as well as overheads, technical assistance, all travel related costs, accommodation and any other costs for the purpose of delivering the services, and to be inserted on the Annex E.
- ✓ Prices shall be quoted in EURO.
- ✓ The OSCE is exempt from value-added tax (VAT); therefore, please provide the pricing information without VAT. The financial proposal will be compared based on a VAT-free pricing.

#### Language of Bid

5. Bids must be submitted in **English language** and must respond in detail to the Technical Specifications set out in Annex C. Please complete the Technical Compliance Form in Annex D to confirm compliance with the Bidder's qualification requirements. Bids submitted without completed Technical Compliance Form shall be rejected.

#### Currency of Bid

6. All prices shall be expressed in **EURO** without **VAT.** Prices shall be quoted based on the delivery terms specified in the solicitation document. Payment to local companies shall be made in local currency by converting prices at exchange rate published by the National Bank of Uzbekistan at an invoice date.

#### Period of Validity

7. Bids and all price offers shall remain valid and open for acceptance for at least ninety (**90 days**) from the date of bid submission.

#### Submission of Bids

- 8. Your bid must be submitted in by email, clearly marked and addressed as follows:
  - Official Address for e-submission: <u>Tenders-AT@osce.org.</u> Bids delivered to any other address shall be rejected.
  - Bids must be submitted in PDF files only, password protected. Passwords will be provided to OSCE after the Bid Submission deadline, upon additional request from the OSCE;
  - File Size should not exceed 20 MB per transmission. You can divide your bid into separate and smaller size parts, but clearly naming each of them, for example: Copies of previous contracts – Part 1, Part 2, etc.;
  - Mandatory subject of email: ITB/SEC/737819/2025 "Supply of Solar Power System"
  - All files relevant to the submission must be attached to the email. Submissions with links to external storage platforms (cloud drives, FTP servers, etc.) will not be accepted.
- 9. The Bid must indicate the date, bidder's name, address; and must be signed by an authorized representative of the bidder.

#### Acknowledgement of Receipt of this ITB

10. Upon receipt of this ITB, you are kindly requested to return the attached Acknowledgement Letter (Annex F) as soon as possible to <a href="mailto:Kubanychbek.Mambetkulov@osce.org">Kubanychbek.Mambetkulov@osce.org</a> advising whether or not your company intends to submit a bid.

#### **Evaluation of Bids**

11. As a general rule, only technically complaint bids that are provide all the necessary evidence required in the ITB will be considered for financial evaluation. From among all technical acceptable bids, the award will be made to the lowest cost bidder.

#### **Award of Contract**

- 12. Please note that the terms set forth in this ITB, including the contents of the annexes will form part of any purchase order awarded by the OSCE. Any such purchase will require compliance with all factual statements and representations made in the bid. The prices indicated in your bid shall be the basis for calculating the cost of each order.
- 14. Any contract / purchase order will be subject to the OSCE Conditions of Contract. The OSCE reserves the right to award multiple Contracts to satisfy this ITB requirements, price and other factors considered.
- 15. This ITB does not commit the OSCE to consider any bid or to award a contract or to pay any costs incurred in the preparation or submission of bid, or to procure any item from any bidder.
- 16. This ITB contains no contractual offer of any kind. Any bid submitted will be regarded as an offer by the bidder and not as an acceptance by the bidder of any offer by the OSCE. No contractual relationship exists, except pursuant to purchase order or a contract document signed by the authorized representatives of both parties.
- 17. The OSCE reserves the right to reject any or all bids received in response to this ITB, to split the award, and to negotiate with any of the bidders or other firms in any manner deemed to be in the best interest of the OSCE.

#### Questions

18. Any questions pertaining to this ITB shall be addressed in writing, by email to the attention of Procurement and Contracting Unit, at <a href="mailto:Kubanychbek.Mambetkulov@osce.org">Kubanychbek.Mambetkulov@osce.org</a>, no later than 17:00 hours (Vienna time) on 11 August 2025. The OSCE will notify all the invitees in writing of the questions raised and the corresponding responses. Kindly refrain from telephone calls and personal visits.

Julie Geoffrey
Chief, Procurement and Contracting Unit

## **ANNEX A: Instruction to Bidders**

Standard Instructions to Bidders shall apply to this tender, which are an integral part of the bidding documents. Bidders should familiarize themselves with these Instructions, which can be found on the official OSCE procurement website: <a href="https://procurement.osce.org/resources/document/instructions-bidders-invitation-bidgoods">https://procurement.osce.org/resources/document/instructions-bidders-invitation-bidgoods</a>

## **ANNEX B: General Condition of Contract**

The contract under consideration shall be bound by the OSCE General Conditions of Contract (Goods) which can be viewed on <a href="https://procurement.osce.org/resources/document/general-conditions-contract-goods-rev-2">https://procurement.osce.org/resources/document/general-conditions-contract-goods-rev-2</a>

**Note to Bidders**: Bidders are kindly requested to list any issues/aspects of concern, requiring further negotiations/discussions in the event of contract award.

#### Annex C-1: Terms of Reference

#### 1. Brief Description

The Office of the Co-ordinator of OSCE Economic and Environmental Activities (OCEEA) is implementing two extrabudgetary projects, within the OSCE Framework for "Response to the Implications of the Situation in Afghanistan for the OSCE region" aimed at improving resilience in communities in Central Asian border regions with Afghanistan, focusing on natural resource management, and addressing energy sector challenges. In support of the Government of Uzbekistan's development objectives in providing electricity access to rural areas and in order to contribute to socio-economic well-being, the OSCE aims to provide small solar power systems to target communities in Termiz district, Surkhandarya region, Republic of Uzbekistan.

#### 2. Purpose

The purpose is to supply and install a solar power system with a total capacity of 33 kW for School #18 in Termiz, Surkhandarya region, with the following components and scope:

Solar Power System (33 kW):

- 1. 60 PV panels, Grade A monocrystalline/polycrystalline, 550 W each, IEC 61215/61730 certified, with UV-resistant tempered glass and MC4 connectors.
- 2. 1 hybrid inverter, 30–35 kW capacity, pure sine wave output, MPPT charge controller, grid-compatible, with surge protection.
- 3. Lithium-ion battery storage providing 80–100 kWh capacity, with ≥80% depth of discharge and ≥5,000 cycle life, including built-in BMS protection.
- 4. Mounting structures (corrosion-resistant metal) suitable ground installation with 30-45° tilt.
- 5. PV cables (UV-resistant, 4–6 mm<sup>2</sup> copper) and AC/DC auto switches for safe operation.
- 6. Load distribution panel with smart monitoring, overload, and undervoltage protection.
- 7. Complete system installation including design, wiring, and commissioning, fully compliant with IEC 62446.
- 8. User training (5-hour session) covering operation, maintenance, safety, and warranty.
- 9. Bilingual manuals and certification (English/Russian).
- 10. Battery Backup Autonomy: 12-16 hours

### 3. Tasks and Responsibilities

- 3.1 The Contractor shall possess a valid license for installation of energy plants and equipment ("Лицензия на право осуществления монтажа, наладки и ремонта энергетических объектов и оборудования") issued by the Ministry of Energy of the Republic of Uzbekistan. This license is issued by an authorized state body, and its possession is mandatory for the lawful conduct of this activity.
- 3.2 The Contractor shall deliver the solar power system outlined in the technical specifications to the sites indicated above;
- 3.3 The Contractor shall assemble, installation, test and commission the solar power system;
- 3.4 After successful completion of installation and testing of the equipment, the Contractor shall conduct a training to the beneficiaries of the equipment on its usage;

#### 4. Key Project Details

- 1.1 Location: School #18, Termiz, Uzbekistan / Школа №18, Термез, Узбекистан
- 1.2 Solar System Capacity: 33 kW

- 1.3 **Delivery Time** (full completion of the project: delivery, installation, testing, etc): 90 days after contract award;
- 1.4 **Autonomy time:** 12–16 hours (battery backup)
- 1.5 Warranties:
  - Complete System Operation & Technical Support: 2-year warranty shall be provided by the Supplier.
  - Batteries and Inverters: 5-year manufacturer's warranty.
  - Solar Panels: 10-year manufacturer's warranty.

All warranties shall be transferred to the end-user.

# Annex C-2: Technical Specifications

#	Description of the technical Specifications (English)	Описание технических данных (Русский перевод)	Quantity/ Capacity	For Bidder to indicate technical compliance and/or deviation from Specifications
1	PV Panels - Grade A, Monocrystalline or Polycrystalline - IEC 61215/61730 certified - 550W per panel - Low-iron tempered glass (3.2mm), UV resistant - MC4 connectors, bypass diodes	Фотоэлектрические панели - Класс А, монокристаллические или поликристаллические - Сертифицированы IEC 61215/61730 - 550 Вт на панель - Закаленное стекло с низким содержанием железа (3,2 мм), устойчивое к УФ - Разъемы МС4, байпасные диоды	60 panels	
2	Hybrid Inverter  - 30–35 kW capacity  - Pure sine wave output (THD <3%)  - MPPT charge controller (30–100A)  - AC/DC input, surge rating (2s) ≥1:2  - Peak efficiency >85%  - Grid-compatible, isolation converter	Гибридный инвертор - Мощность 30–35 кВт - Чистый синусоидальный выход (ТНD <3%) - Контроллер заряда МРРТ (30–100А) - Вход АС/DС, коэффициент перегрузки (2с) ≥1:2 - Пиковая эффективность >85% - Совместим с сетью, изолирующий преобразователь	1 unit	
3	Lithium-ion Batteries - 80–100 kWh capacity	Литий-ионные аккумуляторы - Емкость 80—100 кВт·ч	80–100 kWh.	Bidders are free to propose their own quantity of batteries, provided that the total storage capacity meets the requirement of 80–100 kWh.
	- DoD ≥80%, cycle life ≥5,000 cycles - Built-in BMS (overload/short-circuit	- Глубина разряда (DoD) ≥80%, срок службы ≥5 000 циклов		

	protection) Certifications: IEC 62619, UN 38.3	- Встроенная BMS (защита от перегрузки/короткого замыкания) Сертификаты: IEC 62619, UN 38.3		
4	Mounting Structure for the entire solar panel system, including all necessary supports, frames, brackets, and hardware to securely install the panels at the designated location and orientation.  - Corrosion-resistant metal (aluminum/stainless steel)  - Ground mount (tilt: 30–45°)  - Compatible with panel dimensions	Монтажная конструкция для всей системы солнечных панелей, включая все необходимые опоры, рамы, кронштейны и крепежные элементы для надежной установки панелей в указанном месте и ориентации Коррозионностойкий металл (алюминий/нержавеющая сталь) - Наземный монтаж (угол: 30–45°) - Совместима с размерами панелей	1 set	
5	PV Cables - UV-resistant, 4–6 mm² copper - Insulated, color-coded (black/red)	Фотоэлектрические кабели - Устойчивые к УФ, медь 4—6 мм² - Изолированные, цветовая маркировка (черный/красный)	Min.200 m	
6	Auto Switches - AC/DC, 25A (3-pole), 16A (1-pole) - Protection class IP20 - Breaking capacity: 4.5 kA	Автоматические выключатели - AC/DC, 25A (3-полюс), 16A (1-полюс) - Класс защиты IP20 - Отключающая способность: 4,5 кА		Bidders are free to propose their own quantity of switches, depends on the type of switches they offer provided that they cover both: DC side (Solar panel-Inverter), + AC side (Inverter – Grid/Load).
7	Load Distribution Panel - Smart monitoring system - Overload/undervoltage protection	Распределительный щит нагрузки - Система интеллектуального мониторинга - Защита от перегрузки/пониженного напряжения	1 unit	
8	System Installation - Includes design, wiring, equipment setup - Location: ground	Установка системы - Включает проектирование, прокладку кабелей, настройку оборудования - Место: Крыша/земля	1 unit	

	- Compliance: IEC 62446	- Соответствие: IEC 62446		
9	User Training - 5-hour session - Topics: Safety, O&M, diagnostics, warranty Language: Local (e.g., Uzbek/Russian)	Обучение пользователей - 5-часовая сессия - Темы: Безопасность, эксплуатация, диагностика, гарантия Язык: Местный (узбекский/русский)	1 session	
10	Manuals and Certification - Bilingual (English/Russian) - Format: A5 booklet, color Includes IEC/national compliance certificates	Руководства и сертификация - Двуязычные (английский/русский) - Формат: Буклет А5, цветной Включает сертификаты IEC/национальные	Included	
	IEC Certificates (Equipment-Level)			
	• <b>PV Modules</b> : IEC 61215 (performance), IEC 61730 (safety), IEC 61701 (salt mist corrosion).			
	<ul> <li>Inverters: IEC 62109 (safety), IEC 61683 (efficiency), IEC 61000 (EMC).</li> </ul>			
	Mounting Structures: IEC 62782 (mechanical loads).     Note: IEC certificates alone are insufficient; they must be validated locally.			
	2. National Certifications (Uzbekistan)			
	GOST-Uz Certification: Mandatory for all imported PV equipment. Requires:			
	•			

	<ul> <li>Testing by Uzbek accredited labs (e.g., "Uzstandard" Agency labs).</li> </ul>		
	Conformity with UzDST (Uzbek     Standards) – often based on IEC but with local adaptations.		
	<ul> <li>Fire Safety Certificate: Issued by the Ministry of Emergency Situations.</li> </ul>		
	Sanitary-Epidemiological Conclusion: From the State Sanitary Inspection.		
I	<ul> <li>Grid Compliance: Technical approval from National Electric Grid of Uzbekistan (NEGU) for grid connection.</li> </ul>		

## **Standards Compliance & Other Requirements**

Section	English	Russian	For Bidder to indicate technical compliance and/or deviation from requirements
Standards Compliance	Certificates (IEC/national) as per the TOR and Technical Specifications	Сертификаты (IEC/национальные) согласно Тех. задания и Технических спецификаций	
Warranty	Complete system operation & technical support: 2-year warranty shall be provided by the Supplier.  Batteries and Inverters: 5-year manufacturer's	Полная эксплуатация системы и техническая поддержка: 2-летняя гарантия Поставщика.  Аккумуляторы и инверторы: 5-	
	warranty.	летняя гарантия производителя.	

	Solar Panels: 10-year manufacturer's warranty.	Солнечные панели: 10-летняя гарантия производителя.	
Documentation	Datasheets/technical passports, photos, and technical manuals for the equipment is required.	Требуются технические паспорта с фото, и руководства для всего оборудования.	

## **Annex D: Technical Compliance Response Form**

Bidders are requested to demonstrate compliance with all listed requirements and add any further information in support of their response. Please refer to the relevant section of the Terms of Reference (ToR) for further explanation of the requirements. The information provided will form an integral part of the technical evaluation process. Bidders should avoid simply writing "comply" without providing further information or evidence to support the claim, as this will not generally reflect well in the evaluation. In the responses, reference can be made to other documents or any other supporting material provided as a response to this ITB.

No.	Mandatory Requirements  Requirements  Every confirmation requires adequisupporting details the evaluation purpose		Bidder's Response  Please tick whichever is applicable		Bidder's Clarification
		purpose	"Yes"	"No"	
1	The Bidder shall be a legal entity.	Please provide with your registration certificate			
2	The Bidder confirms acceptance of the OSCE General Conditions of Contract (Goods) for any contract or order resulting from this tender.	Please confirm			
3	Bidder has at least 3 years of professional experience in supply and installation of solar power systems, having implemented minimum two (2) similar projects (in terms of scope and nature of this ITB) in the past three (3) years.	Please confirm and provide the List of key and large- volume contracts in the past three (3) years			
4	Bidder has a valid license for installation of energy plants and equipment in the Republic of Uzbekistan issued by the state authority at the time of submitting the bid.	Please confirm and provide a copy of license.			
5	Bidders who are not the manufacturers of the solar power systems must submit a valid authorization from the respective manufacturer.	Please provide a copy of a valid authorization letter			
6	The offered equipment fully meets the technical specifications as listed in Annex C-2.	Please confirm and provide the properly completed Annex C-2.			
7	The offered equipment is in line with industry standards (IEC61215, IEC61730 or equivalent);	Please confirm and provide with the copies of certificates.			
8	The Bidder has positive feedback from previous clients.	Please confirm and provide with the minimum three (3)			

		recommendation letters from current or previous clients, to whom similar equipment have been supplied;		
9	Delivery schedule (full completion of the project: delivery, installation, testing, etc): 90 days after contract award	Please confirm		
10	After sale maintenance and support.	Please specify the address of a local Service Provider who will enable to provide on-site and online support.		

Company name:

Authorized representative's name and stamp/signature:

#### Annex D: PRICING FORMAT

#	Item	Quantity	Unit Price in EUR, excl.VAT	Total Price in EUR, excl.VAT	VAT, EUR	Other Taxes (if any)
1	Solar panel/Солнечная панель	60 panels				
2	Inverter/инвертор	1 unit				
3	Battery/Аккумуляторная батарея 80–100 kWh capacity	80-100 kWh				
4	Mounting Structure for the entire solar panel system / Металлический каркас солнечной панели	1 set				
5	PV Cable/Фотоэлектрический кабель	min. 200 m				
6	Automatic switch/Автоматический выключатель	Multiple				
7	Load Distribution Panel - Smart monitoring system - Overload/undervoltage protection	1 рсs/шт				
80	Installation of all system/Установка всех систем	1 time/paз				
91	Training for users/обучение пользователей	1 training/тр енинг				
10 2	Delivery /Доставка					
11	Contingency amount (10%) <sup>1</sup>					
	Total/Всего	:				

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<sup>&</sup>lt;sup>1</sup> The Contingency amount will be used solely for unforeseen additional works or services, and any use of it will be subject to prior review and approval by the OSCE.

By signing this Financial Bid, Bidders accept that any Purchase Order pursuant to this Bid will be subject to the OSCE General Conditions of Contract <a href="http://www.osce.org/procurement">http://www.osce.org/procurement</a>.

Delivery terms:	DDP		
Payment terms: rate of National Bank of	30 days. For local vendors f Uzbekistan on the invoice	s: payment will be processed in Uzbel e submission date	k Sum at the exchang
Validity of offer (90 day	s minimum):		
Company name:	fill in o	company name	
Authorized representat	ive's name and signature:	fill in name	
Address:			
Email:			
Telephone:	_		

ANNEX E:	ACKNOWLEDGEMENT LETTER
Reference Tend	er No: ITB/SEC/737819/2025
Subject:	SUPPLY OF SOLAR POWER SYSTEM
Closing date:	14:00 hours (Vienna time), on 21 August 2025
Company Name	·
Contact Points:	(email, telephone no. fax no. etc.)
We	
/_/ INTEND	/_/ do NOT INTEND
to participate i	n the Pre-tender meeting
We	
/_/ INTEND	/_/ do NOT INTEND
to submit a bid	in response to the above-mentioned tender.
The following co	ompany representative(s) will attend:
Name(s):	1
	2
If you do not int	end to submit a bid, please specify the reason:
Signature:	
Date:	

Please return this form to  $\underline{\text{Kubanychbek.Mambetkulov@osce.org}} \text{ by 11 August 2025}$ 

## ANNEX F VENDOR REGISTRATION FORM

## **Section 1: Company Contact Details and General Information**

1. Name of Company:	Please provide the full and accurate name of the legal entity  Also, note any trading names
2. Address:	Number, Street, City, Postal Code, Country
3. Telephone Number:	
4. Website:	
5a. Contact Name (for Bids):	
5b. Contact Title:	
5c. Contact email address:	
6a. Contact Name (for Signature):	If different to the above
6b. Contact Title:	
6c. Contact email address:	
7. Parent Company:	If any (full legal name)
8. Related Companies:	Note any significant subsidiaries, associates, agents, etc.
9. Corporate Seat:	

## **Section 2: Company Profile**

1. Type of business	(Corporate/Limited, Partnership, Private Firm, Family Business)
2. Nature of business:	(Manufacturer, Authorized Agent, General Trader, Consulting Firm)
3. List of authorized products	
4. Year established	
5. Number of full-time employees	
6. License number and Country where registered:	
7. Tax / VAT ID Number: *	Must be provided, if not available – enter N/A and indicate the reason

## **Section 3: Financial Information and Experience**

1. Annual value of total turnover for the last three years:						
2022	2023	2024				
2. Profit or loss for the last three years:						
2022	2023	2024				
3. Current trading conditions and announcements since the last financial information:						

4. Contracts of similar	ar scale/volume durir	ng the las	t three	years:		
Customer Name	Value (EUR)	Year Goods and Services Provided			ed	Country
						_ !
5. Three (3) custome	er references:					
Company Name	Contact Name	Position		Contact email	(	Contact telephone
Section 4: Techn	ical Capacity and	d Inforn	natio	n on Goods/Servi	ces o	offered_
			natio	n on Goods/Servi	ces	offered_
	ical Capacity and		natio	n on Goods/Servi	ces (	offered_
1. Description of cor		ered:	natio	n on Goods/Servi	ces (	offered_
Description of cor     Quality Assurance	re goods/services offe	ered:				offered_
<ol> <li>Description of cor</li> <li>Quality Assurance</li> <li>Memberships</li> </ol>	e Certification Numbe	ered:		n on Goods/Servio		offered_
Description of cor     Quality Assurance	e Certification Numbe	ered:				offered
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1. Description of cor  2. Quality Assurance  3. Memberships  6ection 5: Bankii  1. Name of Bank:  2. Account Number:	e Certification Numbe  Note any internat	ered:	de or p	rofessional organizatio		offered .

## **Section 6: Data Privacy Notice**

Any personal data provided hereby to the OSCE will be processed in line with the OSCE's internal policies on Personal Data Protection and treated by the OSCE as restricted information. Personal data that you provide throughout the registration process will be processed by the OSCE for the specific purpose of procurement activities in the performance of the OSCE mandate and may be stored on an electronic system, accessible only to authorized OSCE personnel involved in procurement and processing of payments. Such personal data includes, but is not limited to, the following: First and last name; Contact information, such as telephone numbers, or mailing addresses; and Email addresses. Subsequent to registration, you may request to access information regarding the processing of your personal data by sending a request at any time in writing to dataprotection@osce.org. The OSCE will assess such requests on a case-by-case basis in

accordance with the internal policies on Personal Data Protection. The above is without prejudice to, and may not be construed as a waiver, either express or implied, of any of the privileges and immunities of the OSCE.

## **Corporate Stamp and Signature of Contractor:**

I hereby affirm that the information presented in this form is truthful. By signing, I confirm I am an authorised representative of the company seeking to register with the OSCE and I have read and understood the OSCE Supplier Code of Conduct and the Data Privacy Notice.		Print name here
Please sign here	Date:	Date of signature

The OSCE Supplier Code of Conduct is available from <a href="https://procurement.osce.org/vendor-registration">https://procurement.osce.org/vendor-registration</a>.