



International Organization for Migration (IOM)
The UN Migration Agency

Ref No: IOM/ITS/2018/002

Date: 26 January 2018

**SALE OF USED
ASSETS
Instructions to
Bidders**

The IOM Mission in Kosovo is intending to sell used assets listed below and located at str. Ferid Curri 17, Arberia III in Pristina, Kosovo.

Sealed Bids, in an envelope clearly marked "Offer for Purchase of Used IOM Kosovo assets" must be submitted to:

**Administration Office/ Procurement Unit
IOM Mission in Kosovo
Ferid Curri str. 17, Arbria III
10000 Pristina, Kosovo**

at latest by **Monday 5 February 2018 on or before 12:00 hrs.**

General Conditions:

1. The bid form should be with original hand-signature.
2. The bid should identify the name, mobile, email (if any) and price offered. All late bids will be rejected.

Asset Inspection & Questions:

The assets will be available for physical inspection at the IOM Mission in Kosovo at the address above during working days from 09:00 to 16:00 hrs. Please contact IOM reception or email to iomprnprocurement@iom.int to arrange your visit time or to answer your queries on this sale.

Warranty:

All assets are offered for sale on an "AS IS WHERE IS" basis, with no conditions of warranty.

Terms of Sale:

Bidders can offer for purchasing for one asset or more, depending their distribution on the lots. The evaluation will be on the basis of the highest offered price per item/lot. IOM Kosovo reserves the right to choose the overall most favorable solution in cases when one bidder offers for all the assets/lots. Please refer to the footnote in the Bid Form for conditions of submitting the bid for corresponding lot.

Attach e copy of ID/Passport to the submission of your bid.

Upon notification, the successful bidder must pay within three (3) working days the purchase price in cash, certified check payable to the IOM Mission in Kosovo, or by bank transfer. Should the successful bidder fail to arrange payment within three (3) working days, the assets will be offered to the second highest bidder.

Payment is required to be made in full before delivery or transfer of title is released.

The assets purchased shall be removed from the IOM Mission in Kosovo premises within three (3) working days. Any taxes related to the government laws of use of IOM assets shall be responsibility of the purchaser.

Bid security: Applicable only for the lot of generators. Each bidder wishing to submit a bid for generators lot shall deposit a fee of 500 Euros in cash as bid security. Such fee will be refunded back to the bidder once the sale process is completed. Bid security will be forfeited in case of awarded bidder fails to signs the agreement, withdraws his bid or imposes conditions unacceptable to IOM.

Transfer of title process is taking between 15 – 30 days after IOM Mission in Kosovo receiving of full sale amount.

The highest or any bid may not necessarily be accepted. IOM Kosovo reserves the right to reject any or all offers to purchase received.

1. Generators (the bidder must apply for the complete lot and not for separate items).

Item #	Description	Condition	Year of purchase	Asset number
1	Generator Eagle Lister-Petter 220KWA including fuel tank 3000 L with heater	Good	2000 2014	40003228 50254795
2	Generator MG70IP KWA	Good	2000	50131331
3	Generator S 10 KWA	Good	2000	50131346
4	Generator Eagle Automatic KWA	Good	2000	50160302
5	Generator S 2 KWA	Good	2000	50160305

2. Storage Containers all are the same dimensions 6 m x 2.44 m x 2.60 gross area. The bidders may offer price for one or more items.

Item #	Description	Condition	Year of purchase	Asset number
1	Storage Container	Good	2010	50254758
2	Storage Container	Good	2010	50254759
3	Storage Container	Good	2010	50254760
4	Storage Container	Good	2010	50254761

3. Air Conditioners (the bidder must apply for the complete lot and not for separate items).

Item #	Description	Condition	Year of purchase	Asset number
1	AC –Gorex GX 18AC	Good	2010	50121182
2	AC 9000 BTU-Midea	Good	2014	50258188
3	AC 12000 BTU-Midea	Good	2014	50258190
4	AC 12000 BTU-Midea	Good	2014	50258193
5	AC 9000 BTU-Midea	Good	2014	50258194
6	AC 12000 BTU-Midea	Good	2014	50258195

4. Guardian booth 1.5 m x 2.44 m x 2.5 m gross area

Item #	Description	Condition	Year of purchase	Asset number
1	Guardian Booth	Good	2017	N/A

5. Fuel tank

Item #	Description	Condition	Year of purchase	Asset number
1	Razor wire approx. 50 m	Good	N/A	N/A

6. Central Photocopiers (the bidder must apply for the complete lot and not for separate items).

Item #	Description	Condition	Year of purchase	Asset number
1	Canon iR3300	Good	2006	50160232
2	Canon iR2230	Good	2006	50131322

I. BID FORM FOR GENERATORS

Please print

	Telephone Numbers		Telephone Numbers
Name / Business:	_____	Office	_____
Business Contact:	_____	Cell	_____
Address:	_____	Home	_____
Email:	_____		

Email address may be used for the purpose of notifying successful bidders.

Signature	Date

By placing a bid, the bidder agrees to the terms and conditions on this document.

ITEM #	ITEM DESCRIPTION	BID PRICE €
1.	Generator Eagle Lister-Petter 220KWA including fuel tank 3000 L with heater	
2.	Generator MG70IP KWA	
3.	Generator S 10 KWA	
4.	Generato Eagle Automatic KWA	
5.	Generator S 2 KWA	
TOTAL PRICE.....€...		

- **Remarks: for this lot only an offer for all items will be accepted.**

II. BID FORM FOR CONTAINERS

Please print

	Telephone Numbers	Telephone Numbers
Name / Business:		Office
Business Contact:		Cell
Address:		Home
Email:		

Email address may be used for the purpose of notifying successful bidders.

Signature	Date

By placing a bid, the bidder agrees to the terms and conditions on this document.

ITEM #	ITEM DESCRIPTION	BID PRICE €
1.	Storage Container 6 m x 2.44 m x 2.60 gross area	
2.	Storage Container 6 m x 2.44 m x 2.60 gross area	
3.	Storage Container 6 m x 2.44 m x 2.60 gross area	
4.	Storage Container 6 m x 2.44 m x 2.60 gross area	
TOTAL PRICE.....€...		

III. BID FORM FOR AIR

CONDITIONERS

Please print

	Telephone Numbers		Telephone Numbers
Name / Business:	_____	Office	_____
Business Contact:	_____	Cell	_____
Address:	_____	Home	_____
Email:	_____		

Email address may be used for the purpose of notifying successful bidders.

_____	_____
Signature	Date

By placing a bid, the bidder agrees to the terms and conditions on this document.

ITEM #	ITEM DESCRIPTION	BID PRICE €
1.	AC –Gorex GX 18AC	
2.	AC 9000 BTU-Midea	
3.	AC 12000 BTU-Midea	
4.	AC 12000 BTU-Midea	
5.	AC 9000 BTU-Midea	
6.	AC 12000 BTU-Midea	
TOTAL PRICE.....€...		

- **Remarks: for this lot only an offer for all items will be accepted.**

IV. BID FORM FOR GUARDING BOOTH AND RAZOR WIRE

Please print

	Telephone Numbers		Telephone Numbers
Name / Business:		Office	
Business Contact:	_____	Cell	_____
Address:	_____	Home	_____
Email:	_____		

Email address may be used for the purpose of notifying successful bidders.

Signature	Date

By placing a bid, the bidder agrees to the terms and conditions on this document.

ITEM #	ITEM DESCRIPTION	BID PRICE €
1.	Guardian Booth 1.5 m x 2.44 m x 2.5 m gross area	
2.	Razor wire approx. 50 m	
TOTAL PRICE.....€...		

V. BID FORM FOR COPIERS

Please print

	Telephone Numbers		Telephone Numbers
Name / Business:	_____	Office	_____
Business Contact:	_____	Cell	_____
Address:	_____	Home	_____
Email:	_____		

Email address may be used for the purpose of notifying successful bidders.

_____	_____
Signature	Date

By placing a bid, the bidder agrees to the terms and conditions on this document.

ITEM #	ITEM DESCRIPTION	BID PRICE €
1.	Canon iR3300	
2.	Canon iR2230	
TOTAL PRICE.....€...		

- **Remarks: for this lot only an offer for all items will be accepted.**