



Request of Price Quote for Services

UKR24001-10360_Joint Exploratory
IPC/AMS Assessment – Implant
Maxillofacial Surgery

85140000-2 — Miscellaneous health services

Deadline for submission of offers:

01 April 2026 at 14:00 (EEST, Kyiv)

Table of contents

1	Subject-matter of the request	4
2	Instructions to tenderers	4
3	Terms of reference.....	5
3.1.1	General information	5
3.1.2	Description of services – Terms of Reference	5
3.1.2.1	General objectives	5
	Specific objectives.....	6
	Requested	6
3.1.2.2	Results to be achieved.....	7
	Results to be achieved	7
3.1.3	Expert profiles or expertise requested	7
3.1.3.1	Number of experts requested per category and number of person-days per expert or per category.....	7
3.1.3.2	Profile per expert or expertise requested:.....	7
3.1.4	Place and duration	8
3.1.5	Reports.....	8
3.1.6	Other information	8
3.1.7	Exclusion grounds.....	12
3.1.8	Selection criteria.....	12
	• Means of proof	12
3.1.9	Awarding criteria.....	12
3.1.10	Documents to be submitted	12
4	Service performance conditions	14
4.1	General remarks.....	14
4.2	Conformity of performance	14
4.3	Execution modalities.....	14
4.4	Acceptance of the services	14
4.5	Invoicing and payment	14
4.6	VAT exemption	14
4.7	Insurance	15
4.8	Intellectual property rights.....	15
4.9	Obligation of confidentiality	15
4.10	Deontological clauses	16
4.11	Complaints management and competent courts.....	16

5	Tender form to be signed by the tenderer.....	17
5.1	Identification form	17
	PRIVATE/PUBLIC LAW BODY WITH LEGAL FORM	17
5.2	Tender form – Prices.....	18
5.3	Declaration on honour – Exclusion grounds	19
5.4	GDPR clause (in case where service provider will process personal data)	21
5.5	Declaration of objectivity and confidentiality.....	24

1 Subject-matter of the request

SUBJECT-MATTER OF THE REQUEST	
Joint Exploratory IPC/AMS Assessment – Implant Maxillofacial Surgery	
ENABEL REFERENCES	UKR24001-10360

2 Instructions to tenderers

CONTACT PERSON AT ENABEL during the procedure	
NAME:	Svitlana Korol
FUNCTION:	Contract and administration expert
ADDRESS:	1a Sportyvna ploshcha, 01601, Kyiv, Ukraine
E-MAIL:	svitlana.korol@enabel.be

INFORMATION REGARDING THE PROCEDURE		
RECEPTION OF TENDERS	DATE:	01 April 2026 at 14:00 (EEST, UTC+3) at the latest
	PLACE:	Via email svitlana.korol@enabel.be
VALIDITY PERIOD OF THE TENDER:	90 days	

3 Terms of reference

DELIVERY / PERFORMANCE DEADLINE / DURATION	
Desired date of output:	September 2026

CONTACT PERSON AT ENABEL for performance	
NAME:	Sophie Leonard
FUNCTION:	Lead Health Expert
ADDRESS:	Rue Haute 147, 1000, Brussels, Belgium
E-MAIL:	sophie.leonard@enabel.be

3.1.1 General information

Under ongoing cooperation between Enabel, Ukrainian health authorities, and international partners, there is a need to conduct a joint exploratory Infection Prevention and Control (IPC) and Antimicrobial Stewardship (AMS) assessment at a hospital in Kyiv, Ukraine.

The objective is to undertake a structured field-level assessment of IPC and AMS systems and practices, with particular focus on implant maxillofacial surgery services, and to provide recommendations for further action, including more specific or in-depth follow-up assessments where necessary.

The joint assessment team is expected to include:

- National experts, including representatives from the Public Health Institute and/or the Ministry of Health of Ukraine
- Experts identified by WHO and potentially WHO representatives
- One or two international experts recruited under this contract

The international IPC and AMS focal points within FPS Public Health will contribute remotely to the preparation of the mission, technical guidance, and review of deliverables.

The international expert(s) recruited under this contract will participate in and contribute to the on-site mission in Kyiv as part of the joint assessment team.

The mission is preferably to take place before the end of September 2026

3.1.2 Description of services – Terms of Reference

3.1.2.1 General objectives

To conduct a joint exploratory IPC/AMS assessment at field level in a hospital in Kyiv and to provide strategic and operational recommendations to strengthen IPC and AMS systems and practices, as well as specific infection prevention measures in implant maxillofacial surgery services.

Specific objectives

1. Assess the **organization and governance** of IPC and AMS within the facility.
2. Evaluate the full **surgical pathway** (pre-operative, intra-operative, post-operative) in light of IPC and AMS principles, including antibiotic prophylaxis protocols, prescribing practices, and post-operative antimicrobial management.
3. Assess **sterilization and reprocessing practices** for implant instrumentation.
4. Assess **hand hygiene** infrastructure, availability of alcohol-based hand rub, and compliance practices across the surgical pathway.
5. Evaluate **environmental cleaning** practices and monitoring systems.
6. Evaluate **screening and transmission-based precautions** in place within the facility.
7. Review **Surgical Site Infection (SSI) surveillance** and data management systems.
8. Assess the availability and basic functionality of laboratory capacity supporting antimicrobial resistance detection and reporting.
9. Identify immediate infection **risks and define priority** corrective measures.
10. Develop a **prioritized action plan** in collaboration with hospital leadership.

Requested

1. Preparatory Phase

The international expert(s) shall:

- Collaborate with FPS IPC and AMS focal points in refining the field assessment scope and methodology and co-develop the detailed field assessment ToR in collaboration with Superhumans Centre and relevant Ukrainian partners.
- Participate in preparatory coordination meetings with Enabel and relevant stakeholders.
- Contribute to finalization and contextualization of IPC/AMS assessment tools.
- Review relevant background documentation prior to the mission.

FPS IPC and AMS focal points will provide technical input and oversight during this preparatory phase but are not contracted under this assignment.

2. Field Assessment Phase

The international expert(s) shall

- Conduct structured assessment activities including:
 - Review of IPC and AMS governance structures.
 - Assessment of implant maxillofacial surgical pathway.
 - Review of antibiotic prophylaxis and antimicrobial prescribing practices.
 - Assessment of sterilization and reprocessing services, including laundry where relevant.
 - Evaluation of hand hygiene infrastructure and compliance.
 - Evaluation of environmental cleaning practices.
 - Review of screening and transmission-based precautions.
 - Review of SSI surveillance and data management systems.
 - Assessment of laboratory support relevant to AMS.
- Conduct interviews with hospital leadership, surgeons, anaesthesiologists, pharmacists, IPC staff, microbiology laboratory staff, and nursing teams.
- Participate in coordination meetings of the joint team.
- Present preliminary findings to hospital leadership at the end of the mission.

3. Reporting Phase

The experts shall:

- Contribute to drafting the joint IPC/AMS assessment report.
- Structure findings by thematic domain
- Provide:
 - Immediate corrective recommendations
 - Short-term (0–6 months) recommendations
 - Suggested areas for deeper technical assessments
- Incorporate feedback from national and WHO partners.
- Submit the final report.

3.1.2.2 Results to be achieved

Results to be achieved

➤ Finalized Field Assessment Framework and Tools (pre-mission package)

A concise package including the assessment framework, adapted tools/checklists, and interview guides, developed in coordination with Enabel and FPS IPC/AMS focal points.

➤ Mission Debrief Note (end of mission)

A short note summarizing key preliminary findings, critical risks (“red flags”), and immediate corrective measures, to be shared with Enabel and hospital leadership.

➤ IPC/AMS Assessment Report (draft and final)

A structured report including:

- Executive summary
- Methodology and scope
- Findings by domain
- Risk analysis (prioritized risks and underlying causes)
- Recommendations (immediate, short-term, and medium-term)
- Suggested areas for deeper follow-up assessments where needed

➤ Prioritized Action Plan (0–6 months)

A practical plan developed with hospital leadership, indicating:

- Priority actions
- Responsible persons/functions
- Suggested timeline
- Proposed monitoring indicators

3.1.3 Expert profiles or expertise requested

3.1.3.1 Number of experts requested per category and number of person-days per expert or per category

One or two international experts:

- Preparatory phase (remote): 3 days
- Field mission (Kyiv): 8 days (including 2 travel days)
- Reporting phase: 4 days

Estimated total consultancy time per expert: 15 days.

3.1.3.2 Profile per expert or expertise requested:

- Minimum 8–10 years of experience in Infection Prevention and Control.
- Minimum 5 years of experience in Antimicrobial Stewardship in hospital settings.
- Experience in surgical IPC and sterile processing assessment.
- Experience conducting hospital-level IPC and AMS assessments.
- Experience working in collaboration with Ministries of Health and international partners.
- Strong analytical and report-writing skills.
- Language Requirements

- Fluency in English required.
- Ability to work with interpretation support if necessary.

3.1.4 Place and duration

- Start-up period

Start-up and preparatory coordination to begin immediately after contract signature and according to Enabel's planning, in coordination with FPS IPC/AMS focal points, national experts, and WHO counterparts.

- Time or period scheduled

The field mission is preferably scheduled **before the end of September 2026**

- Schedule

Indicative schedule (to be confirmed with Enabel and partners):

- **Remote preparation phase (3 working days):**
 - Coordination meetings with Enabel and partners
 - Review of background documents
 - Finalization/adaptation of assessment framework and tools
- **Field mission in Kyiv (8 calendar days, including 2 travel days):**
 - Day 1: Travel
 - Day 2–6: On-site assessment activities (IPC, AMS, surgical pathway, sterilization, hand hygiene, cleaning, isolation/screening, SSI surveillance)
 - Day 7: Consolidation of findings, prioritization workshop / action planning with hospital leadership; Debrief with hospital leadership and partners
 - Day 8 travel
- **Reporting phase (4 working days):**
 - Draft report preparation and submission
 - Incorporation of comments from Enabel and partners
 - Final report submission

- Location(s) of service delivery

- Remote: Belgium / online (preparation, coordination, reporting).
- On-site: Kyiv, Ukraine – designated hospital

3.1.5 Reports

- Content As described in Section II
- Language English
- Calendar for submitting the provisional report and the comments
 - Draft report within 14 calendar days after mission completion
 - Final report within 7 working days after receipt of comments
- Number of copies and format (on paper or digitally) of the report

Electronic submission in WORD and PDF format

3.1.6 Other information

- No subcontracting expected under this contract.
- Briefing and debriefing sessions with Enabel are foreseen.
- Travel and logistics arrangements will be defined separately.
- All activities shall comply with hospital security, safety, and confidentiality regulations.

Annex 1 - Technical Scope – Infection Prevention and Control (IPC) Component

This annex complements the main Terms of Reference and provides additional technical clarification regarding the Infection Prevention and Control (IPC) component of the joint IPC/AMS assessment.

1. Purpose of the IPC Component

Implant maxillofacial surgery, including the use of plates, screws, and reconstruction hardware, carries a heightened risk of Surgical Site Infections (SSI) due to the presence of foreign material, prolonged surgical duration, trauma-related contamination, complex wound management, and the potential need for reinterventions.

In conflict settings, additional systemic factors may further increase infection risk, including overcrowding, supply chain disruptions, gaps in sterilization and reprocessing processes, weak or inconsistent SSI surveillance systems, limited isolation capacity, and inconsistent antimicrobial prophylaxis practices.

The purpose of this component is to assess infection prevention and control (IPC) practices across the implant maxillofacial surgical pathway in order to evaluate the hospital's capacity to prevent healthcare-associated infections (HAIs) and to identify priority measures to reduce infection risk and improve patient safety.

2. Key Areas of Assessment and tools

2.1 IPC Governance and Organization

- Existence and functionality of an IPC committee or focal person
- Defined roles, responsibilities, and accountability structures
- Integration of IPC into hospital governance
- Availability of written IPC policies and procedures

à WHO Infection prevention and control assessment framework at the facility level (IPCAF tool): <https://www.who.int/publications/i/item/WHO-HIS-SDS-2018.9>

2.2 Surgical Pathway (Implant Maxillofacial Surgery)

- Pre-operative patient preparation
- Intra-operative infection prevention practices
- Handling and storage of implants
- Post-operative wound care practices
- Integration of infection prevention measures throughout the surgical continuum

à WHO **SSI prevention recommendations** (links to checklists)

[Preoperative period - surgical site infection prevention recommendations](#)

[Intraoperative period - surgical site infection prevention recommendations](#)

[Postoperative period - surgical site infection prevention recommendations](#)

2.3 Sterilization and Reprocessing

- Workflow and separation of clean/dirty zones
- Instrument decontamination, cleaning, disinfection, inspection, packaging, and sterilization processes
- Autoclave monitoring and documentation
- Traceability systems
- Laundry processes where relevant

à CDC Infection Control Assessment and Response (ICAR) Tool for General Infection Prevention and Control (IPC) Across Settings Section 3: Observation Form - High-level Disinfection and Sterilization <https://www.cdc.gov/infection-control/media/pdfs/icar-ipc-obs-form-disinfect-508.pdf>

2.4 Hand Hygiene

- Availability of alcohol-based hand rub (ABHR) at point of care
- Accessibility of sinks and handwashing facilities
- Monitoring of compliance
- Staff awareness and training

2.5 Environmental Cleaning

- Cleaning protocols and schedules
- Responsibilities and staffing
- Monitoring and supervision mechanisms
- Cleaning between surgical procedures

2.6 Screening and Transmission-Based Precautions

- Screening practices for MDRO
- Availability and use of isolation rooms
- Implementation of contact precautions

2.7 Surgical Site Infection (SSI) surveillance systems

- Case definitions and reporting processes
- Data quality and completeness
- Feedback mechanisms to clinical teams

→ Protocol for surgical site infection surveillance with a focus on settings with limited resources

[https://cdn.who.int/media/docs/default-source/integrated-health-services-\(ihs\)/ipc/ssi-surveillance-protocol.pdf?sfvrsn=d24a1d1c_3&download=true](https://cdn.who.int/media/docs/default-source/integrated-health-services-(ihs)/ipc/ssi-surveillance-protocol.pdf?sfvrsn=d24a1d1c_3&download=true)

Annex 2 - Technical Scope – Antimicrobial Stewardship (AMS) Component Preliminary Antimicrobial Stewardship (AMS) Assessment Component

This annex complements the main Terms of Reference and provides additional clarification regarding the AMS component of the joint IPC/AMS assessment.

1. Background

Antimicrobial resistance (AMR) is a growing threat in conflict-affected health systems where antimicrobial use is often empirical and diagnostic capacity may be limited. Effective antimicrobial stewardship (AMS) is a critical component of quality and safety in hospital care.

This preliminary AMS assessment will establish a baseline to guide further strengthening activities and inform potential in-depth follow-up assessments.

The assessment is aligned with international standards, including guidance from the World Health Organization (WHO) and the Centers for Disease Control and Prevention (CDC).

2. Objectives of the AMS Component

Overall Objective

To conduct a rapid, structured assessment of AMS capacity in order to identify key gaps, risks, and priority actions.

Specific Objectives

1. Determine whether essential elements of AMS governance, roles, and accountability mechanisms are in place.
2. Review current antimicrobial prescribing practices, including:
 - Availability and use of treatment guidelines and formularies
 - Antibiotic surgical prophylaxis protocols
 - Availability of antimicrobials (WHO AWaRe classification)
3. Assess the availability and basic functionality of laboratory capacity supporting antimicrobial resistance detection and reporting.
4. Identify priority areas requiring immediate corrective action and areas requiring further in-depth assessment.

3. Scope of the AMS Assessment

The AMS component will focus on:

- AMS leadership, policies, and coordination mechanisms
- Availability and use of antimicrobial guidelines
- Prescribing practices in surgical and inpatient care
- Availability of antimicrobials, including consideration of WHO AWaRe classification
- Availability and use of AMR data (culture and susceptibility testing; genotyping where feasible)

This assessment is preliminary and exploratory and does not include detailed prescribing audits or full AMR surveillance reviews.

4. Methodology

The AMS assessment will include:

- Rapid document review (ex. anonymized patient medical files)
- Key informant interviews with clinicians, pharmacists, laboratory staff, nurses, and hospital management

- Review of available antimicrobial use and AMR data

Assessment tools will be adapted from:

- WHO Antimicrobial Stewardship Programmes in Health-Care Facilities: Practical Toolkit
- WHO GLASS framework (where applicable)
- CDC Core Elements of Hospital Antibiotic Stewardship Programs

5. Follow-Up Considerations

Based on the findings of this preliminary AMS assessment, a more comprehensive second-phase AMS assessment may be proposed. This may include:

- Detailed prescribing audits
- Quantitative antimicrobial use analysis
- Expanded AMR surveillance review

3.1.7 Exclusion grounds

As part of the tendering procedure, the Tenderer is required to submit duly signed copy of [Form 5.3 Declaration of Honour](#). Failure to submit the aforementioned document within the specified timeframe may result in disqualification from the tender process or cancellation of the award decision.

3.1.8 Selection criteria

The selection of the winning Tenderer shall be based on the following mandatory eligibility requirements:

- **The candidate must demonstrate the following minimum experience requirements:**
 - Minimum 8 years of professional experience in Infection Prevention and Control (IPC).
 - Minimum 5 years of experience in Antimicrobial Stewardship (AMS) in hospital settings.
 - Demonstrated experience in hospital-level IPC and AMS assessments.
 - Experience related to surgical IPC and sterilization or sterile processing practices.
 - Experience working with Ministries of Health and/or international health organizations.
 - Fluency in English.

Failure to meet these minimum requirements will result in exclusion from further evaluation.

- **Means of proof**

Curriculum Vitae (CV) of the proposed expert(s).

3.1.9 Awarding criteria

The contract will be awarded to the technically compliant tenderer offering the lowest price mentioned in 5.2 of the Tender form – Prices (including VAT) proposed by the tenderer (100 points). The service provider includes all costs associated with the services in their lump sum prices.

The offer with the lowest price will receive the maximum points. For the other offers, the relevant criterion will be evaluated based on the following proportionality rule:

$$\text{Points} = (\text{P min}/\text{P offer}) \times 100$$

3.1.10 Documents to be submitted

To evaluate the offers, the tenderer shall include the following documents in their tender:

- Signed and stamped by the authorized staff Identification form (see Form 5.1);
- Signed and stamped by the authorized staff Price offer form (see Form 5.2);
- Signed and stamped by the authorized staff Declaration of honor – exclusion grounds (see Form 5.3);
- Signed and stamped by the authorized staff GDPR clause (see Form 5.4);
- Signed and stamped by the authorized staff Form 5.5 Declaration of objectivity and confidentiality (see Form 5.5);
- Copy of extract from the relevant official register confirming the legal registration of the entity;
- Confirming taxpayer status. Copy of the VAT registration certificate or extract from the relevant VAT/tax register, or an equivalent document issued by the competent authority confirming the tax status of the entity (if applicable);
- Bank account certificate (EUR);
- Curriculum Vitae (CV) of the proposed expert(s) confirming the requested experience in Infection Prevention and Control (IPC) and Antimicrobial Stewardship (AMS) in hospital settings.

All the documentation has to be submitted **in pdf format**.

4 Service performance conditions

4.1 General remarks

Except when specified otherwise in the order or any related contractual document of the contracting authority, these conditions apply to public contracts for services awarded in the name and on behalf of Enabel (contracting authority).

4.2 Conformity of performance

The services must comply in all respects with the procurement documents. Even in the absence of specifications in the procurement documents, the services must comply in all aspects with good practice.

4.3 Execution modalities

The start date, performance deadlines agreed as well as the instructions about the performance address must be strictly observed.

Any exceeding of the performance deadline, and this for whatever reason, may result by the expiry of the deadline in the application of a fine for late performance of 0.07% of the amount of the order per commenced week of delay. This fine is limited to a maximum of 10% of the total amount of the order.

In the event of excessive delay or other non-performance, the contracting authority can terminate the public contract and launch another request for price quote and have the services delivered by another provider. Any possible extra cost shall be borne by the defaulting service provider.

Any costs to which the contracting authority would be exposed and attributable to the defaulting service provider are borne by the latter and deducted from amounts owed.

4.4 Acceptance of the services

The contracting authority disposes of a maximum verification term of thirty days starting on the end date of delivery of services to be accepted and to notify the result to the service provider.

4.5 Invoicing and payment

Invoices are established in one copy and respect the stipulations given in the Purchase Order / notification letter.

The invoice will be sent to the address mentioned on the Purchase Order / notification letter.

Invoices in due form and not disputed are paid within 30 calendar days after acceptance.

4.6 VAT exemption

Depending on the Project's Specific Cooperation Agreement under which the services are delivered, Enabel may be (yes or no) exempt from paying local VAT for the services obtained.

For Belgian VAT, the place of service delivery is determining.

4.7 Insurance

The service provider is bound to take out any obligatory insurance and to take out or renew any necessary insurance for the good performance of this public contract, especially insurance covering “civil liability” and “occupational accidents”, and this for the whole period of the assignment.

The service provider will send the contracting authority, upon simple demand, a copy of the insurance policies taken out by the service provider and proof of regular payment of the premiums that are borne by him.

4.8 Intellectual property rights

The service provider integrally, definitively and exclusively and without any financial compensation on top of the price(s) quoted in his tender, cedes any author rights or industrial property rights that it holds or will create in the context of this contract to Enabel. This cession will take place at the time of acceptance of the services or works that are protected by copyrights.

The contracting authority does not acquire the intellectual property rights created, developed or used during performance of the public contract.

Where the contracting authority does not acquire the intellectual property rights, it obtains a patent licence of the results protected by intellectual property law for the exploitation modes that are mentioned in the procurement documents.

When the services consist of the creation, manufacture or the development of designs or of logos, the contracting authority acquires the intellectual property thereof, as well as the right to trademark them, to have them registered and to have them protected.

When the services consist of the creation of a website, the contracting authority also acquires the right to register and protect the domain name created under the contract, unless otherwise stipulated in the procurement documents.

The service provider must cover the contracting authority against any third-party claims of violation of intellectual property rights on the goods or services delivered.

The service provider must assume, without limitation as to the amount, all payments of compensation, costs or expenditure ensuing from and borne by the contracting authority in a legal action, which is based on such a claim, provided the service provider has the right to overview the defence and negotiations with a view to an amicable settlement.

4.9 Obligation of confidentiality

The service provider and its employees are bound by a duty of reserve concerning the information which comes to their knowledge during performance of this public contract. This information may not under any circumstances be communicated to third parties without the written consent of the contracting authority. The contractor may, nevertheless, list this contract as a reference, provided that he indicates its status correctly (e.g. ‘in performance’) and that the contracting authority has not withdrawn this consent due to poor contract performance.

Any commercial, organisational and/or technical information (all data, including, and this without limitation, the passwords, documents, schedules, plans, prototypes, figures) that the contractor gets hold of through this public contract remain the property of the contracting authority.

The GDPR applies to this public contract.

4.10 Deontological clauses

In accordance with Enabel's Policy regarding sexual exploitation and abuse of June 2019 and Enabel's Policy regarding fraud and corruption risk management complaints relating to issues of integrity (fraud, corruption, sexual exploitation and abuse, etc.) must be sent to the Integrity desk via integrity@enabel.be.

Any failure to comply with one or more of the provisions of Enabel's ethical policies (<https://www.enabel.be/who-we-are/integrity/>) may lead to the termination of this contract and to the exclusion of the service provider from other public contracts for Enabel.

4.11 Complaints management and competent courts

Only Belgian law applies to this public contract.

The parties commit to sincerely perform their engagements to ensure the good performance of the public contract.

In case of litigation or divergence of opinion between the contracting authority and the service provider, the parties will consult each other to find a solution. Where needed, the service provider may request mediation via e-mail to complaints@enabel.be. See <https://www.enabel.be/content/complaints-management>.

Any litigation about the orders and these contract conditions are the exclusive competence of the Brussels Courts.

5 Tender form to be signed by the tenderer

5.1 Identification form

PRIVATE/PUBLIC LAW BODY WITH LEGAL FORM	
OFFICIAL NAME	
ABBREVIATION	
BUSINESS NAME (if different)	
LEGAL FORM ORGANISATION TYPE (FOR PROFIT OR NOT FOR PROFIT, NGO)	
MAIN REGISTRATION NUMBER /SECONDARY REGISTRATION NUMBER (if applicable)	
PLACE OF MAIN REGISTRATION CITY COUNTRY	
DATE OF MAIN REGISTRATION: DD/MM/YYYY	
VAT NUMBER	
ADDRESS HEAD OFFICE POSTCODE, P.O. BOX CITY COUNTRY	
CONTACT PERSON PHONE EMAIL	
DATE	SIGNATURE OF AUTHORIZED REPRESENTATIVE

5.2 Tender form – Prices

By submitting this tender the tenderer commits to performing this public contract in conformity with the terms of reference and performance conditions of this public contract and explicitly declares accepting all conditions listed in the request for a price quote and renounces any derogatory provisions such as his own general sales conditions.

PRICES¹				
Description	Unit	Quantity	Unit prices in euros (exclusive of VAT)	Total price in euros (exclusive of VAT)
Prevention and Control (IPC) assessment at a hospital in Kyiv, Ukraine	service	1		
Antimicrobial Stewardship (AMS) assessment at a hospital in Kyiv, Ukraine	service	1		
Total value exclusive of VAT, EUR				
VAT ... %				
Total value inclusive of VAT, EUR				
Total value in words:				
.....				

Certified true and sincere,

Done at, on

¹ < The tenderer is thus to have included in his unit and global prices any costs, taxes, measures and charges generally inherent to the performance of the contract, with the exception of the value-added tax. The following are in particular included in the prices:
Fees and per diems, accommodation costs, < international transportation costs, insurance costs, security costs, visa costs, communication costs, administrative and secretariat costs, photocopy and printing costs, costs for documentation of the services that can be requested by the contracting authority, the production and delivery of documents or records associated with the performance of the services, the reception costs, all costs and charges for staff and equipment needed for the performance of this public contract, the copyright fees, the purchase or leasing of third-party services needed for the performance of this public contract, < costs for intellectual property rights.

5.3 Declaration on honour – Exclusion grounds

Hereby, I/we, [NAME(S)], acting in my/our capacity as legal representative(s) of [name of the tenderer/beneficiary/partner/co-contractor], hereinafter referred to as the “counterparty,” declare that*:

** Please tick the boxes to confirm each situation*

- The counterparty or one of its directors has not been convicted by a final judicial decision of any of the following offenses:**
 - a. Participation in a criminal organization;
 - b. Corruption;
 - c. Fraud;
 - d. Terrorist offenses, offenses linked to terrorist activities or incitement to commit such offenses, complicity, or attempt;
 - e. Money laundering or terrorism financing;
 - f. Child labor and other forms of trafficking in human beings;
 - g. Employment of third-country nationals in illegal residence;
 - h. Creation of offshore companies.

- The counterparty fulfills its obligations related to the payment of taxes, duties, and social security contributions for an amount exceeding €3,000, unless it can demonstrate that it holds one or more certain, due, and unencumbered claims against a contracting authority for at least the amount corresponding to the overdue tax or social debt.**

- The counterparty is not in a state of bankruptcy, liquidation, cessation of activities, judicial reorganization, has not admitted bankruptcy, is not the subject of liquidation or judicial reorganization, or any analogous situation derived from similar procedures in other national regulations.**

- The counterparty has not committed any serious professional misconduct that questions its integrity. Serious professional misconduct particularly includes:**
 - a. Breach of Enabel's policy on sexual exploitation and abuse;
 - b. Breach of Enabel's policy on fraud and corruption risk management;
 - c. Violation of local legislation concerning sexual harassment at work;
 - d. Serious false statements or use of false documents in providing information required for exclusion checks or selection criteria, or concealing information;
 - e. Evidence sufficient to conclude anti-competitive acts, agreements, or arrangements;

Regarding conflict of interest:

Please tick the applicable box

- The counterparty or its directors have no actual or potential conflict of interest, no real or potential business or family relationship, nor appear to have such, with any member of Enabel's Board, personnel, or others involved in tender preparation, selection, or contract execution.

or

- The counterparty informs Enabel of any actual, potential, or reasonably perceived conflict of interest that may affect or appear to affect impartiality in the procurement, granting, selection, or contract execution process.

→ *A detailed description of any such conflicts, including nature and persons involved, will be annexed to this declaration.*

- The counterparty has not committed any serious or persistent failures during the execution of a prior essential contractual obligation with another contracting authority resulting in measures, damages, or comparable sanctions.**

- The counterparty attests that no restrictive measures have been taken against it related to international peace and security violations such as terrorism, human rights violations, destabilization of sovereign states, or proliferation of WMD.**

- The counterparty does not appear on any sanction lists maintained by the United Nations, European Union and Belgium [add lists as required by any additional donor requirements].**

I/we commit to promptly inform Enabel of any change in the above points, including sanctions or embargo measure adopted by the United Nations, the European Union and/or Belgium occurring after our signature of this Declaration.

Done at [place], on [DATE]

Name(s), function and signature(s) of undersigned

Date

Place

Signature

5.4 GDPR clause (in case where service provider will process personal data)

<p>Annex I: Example of contractual provisions: obligations of the contractor ('subcontractor or processor') vis-à-vis the contracting authority ('personal data controller')</p>

The subcontractor undertakes to:

1. Process the personal data **only for the purpose(s)** stipulated in the contract;
2. Process the personal data **only on documented instructions** from the controller mentioned in attachment to this contract. Where the subcontractor considers an instruction constitutes a violation of European regulations in relation to data protection or any other legal Union or Member State provision in relation to data protection, he shall immediately notify the controller thereof. Furthermore, where the subcontractor is to proceed to the transfer of personal data to a third country or an international organisation in accordance with Union or Member State law to which he is subject, in such a case, he shall inform the controller of that legal requirement before processing, unless that law prohibits such information on important grounds of public interests.
3. **Ensure the confidentiality** of the personal data processed under the framework of this contract.
4. Ensure that **persons authorised to process the personal data** pursuant to this contract:
 - have committed themselves to confidentiality or are under an appropriate statutory obligation of confidentiality;
 - obtain necessary training in personal data protection;
5. regarding tools, products, applications or services, principles of **data protection by design and by default** should also be taken into consideration.
6. **Subcontracting**

The subcontractor may engage another subcontractor (hereinafter, the 'subsequent subcontractor') for carrying out specific processing activities. In this case, he informs the controller in advance and in writing of any change considered with regards to adding or replacing other subcontractors. This information must clearly indicate the processing activities that are subcontracted, the identity and contact details of the subcontractor and the dates of the subcontracting contract. The controller disposes of a minimum period of [...] from the date of reception of said information to voice any objections. Such subcontracting may only be carried out if the controller has not voiced any objection during said period.

The subsequent subcontractor is to respect the obligations of this contract for the account of and following the instructions of the controller. The initial subcontractor must ensure that the subsequent subcontractor provides the same data protection guarantees to implement appropriate technical and organisational measures in such a manner that the processing will meet the requirements of the European Data Protection Regulation. Where the subsequent subcontractor fails to fulfil his data protection

obligations, the initial subcontractor shall remain fully liable to the controller for the performance of that other subcontractor's obligations.

7. Information rights of data subjects

When collecting data, the subcontractor is required to inform data subjects about the data processing which will be carried out. The formulation and format of this notification must be agreed with the controller prior to data collection.

8. Data subjects exercising their rights

Where possible, the subcontractor shall assist the controller to fulfil his obligation in responding to data subject rights requests: right to access, to change, right to erasure ('right to oblivion') and opposition, right to limit processing, right to transfer data, right not to be subject to an automated individual decision (such as profiling).

The subcontractor must respond, in the name and on behalf of the controller and within the terms set by the European Data Protection Regulation, to any requests of persons concerned exercising their rights where it pertains to data that are the subject-matter of subcontracting under this contract.

9. Notification of personal data breaches

The subcontractor shall notify the controller of any personal data breach not later than [...] hours after becoming aware of it by means of [...]. This notification shall be accompanied by all useful documentation allowing the controller, where needed, to notify this breach to the competent supervisory authority.

The notification shall at least:

- describe the nature of the personal data breach including where possible, the categories and approximate number of data subjects concerned and the categories and approximate number of personal data records concerned;
- communicate the name and contact details of the data protection officer or other contact point where more information can be obtained;
- describe the likely consequences of the personal data breach;
- describe the measures taken or proposed to be taken by the controller to address the personal data breach, including, where appropriate, measures to mitigate its possible adverse effects.

10. Assistance of the subcontractor in ensuring compliance by the controller of his obligations.

The subcontractor shall assist the controller in carrying out data protection impact assessments. The subcontractor assists the controller with the prior consultation of the supervisory authority.

11. Security measures

The subcontractor undertakes to implement the following security measures: [...]

12. Processing of data

The subcontractor undertakes upon completing data processing service delivery to:

- erasing all personal data, or
- sending back all personal data to the controller, or
- forwarding the personal data to the subcontractor designated by the controller. Such dispatch is accompanied by the erasure of all existing copies in the data systems of the subcontractor.

After erasure, the subcontractor shall substantiate the erasure in writing.

13. Data Protection Officer

The subcontractor shall communicate to the controller the name and contact details of his Data Protection Officer, if he has designated one in accordance to Article 37 of the European Data Protection Regulation.

14. Register of categories of processing activities

The subcontractor declares keeping written records of all categories of processing activities carried out on behalf of the controller, including:

- The name and contact details of the controller on behalf of whom he operates, of any subcontractors, and where applicable, of the Data Protection Officer.
- The categories of processing carried out on behalf of the controller;
- Where applicable, transfers of personal data to a third country or an international organisation, including the identification of that third country or international organisation and, in the case of transfers referred to in the second subparagraph of Article 49(1) of the European Data Protection Regulation, the documentation of suitable safeguards;

Where possible, a general description of the technical and organisational security measures, including inter alia as appropriate: The pseudonymisation and encryption of personal data; the ability to ensure the ongoing confidentiality, integrity, availability and resilience of processing systems and services; the ability to restore the availability and access to personal data in a timely manner in the event of a physical or technical incident; a process for regularly testing, assessing and evaluating the effectiveness of technical and organisational measures for ensuring the security of the processing.

15. Documentation

The subcontractor makes available to the controller all information necessary to demonstrate compliance with his obligations laid and allow for and contribute to audits, including inspections, conducted by the controller or another auditor mandated by the controller.

Name

Signature

Date

5.5 Declaration of objectivity and confidentiality

I, the undersigned, hereby declare that I agree to participate in the preparation of above-mentioned public contract. I hereby also confirm having read the available information regarding this public contract.

Furthermore, I undertake to assume my responsibilities in an honest and fair way. When taking part in the preparation of the procurement documents I will be objective and respect in all matters the principles of fair competition and impartiality, particularly by avoiding any clause or provision favouring a given product, producer, supplier, building contractor or service provider.

I undertake to keep any information and documents ('confidential information') which I am notified of or of which I become aware or which I will elaborate while preparing above-mentioned public contract in a safe and confidential manner and I undertake to use these only for the purpose of preparing this public contract and not to communicate them to any third party. Furthermore, I undertake to not conserve copies of written information and prototypes provided or help or associate myself with a [tenderer/applicant/candidate] under the framework of this public contract. I am well aware that in case of non-compliance I will be excluded from this public contract and that my tender/request/application may be rejected.

Finally, I undertake to not communicate confidential information to an employee or expert unless the latter has accepted signing this same declaration and to be subjected to its provisions.

Name

Signature

Date