**Tender Data Sheet (TDS)**

**Tender Data Sheet is the addition to the Instruction for Tender Participants (ITP) and includes information specific for each particular tender**

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| 1. | **Procurer: VTB Bank (Georgia) JSC (RID 202906427)** |
| 2. | **Contact person(s) in connection with tender:**  Regarding tender procedure – **Salome Kakhidze**  Phone: 2 24 24 24 (1232) +995 592 13 35 35  E-mail: [s.kakhidze@vtb.ge](mailto:s.kakhidze@vtb.ge)  Regarding technical issues – **Davit Pruidze**  Phone: 2 24 24 24 (1442) +995 595 595-93-57-67  E-mail: d.pruidze@vtb.ge |
| 3. | **Information on type of goods to be procured:**  VTB Bank (Georgia) JSC announces open tender on procurement of Independent Audit of all Cybersecurity Management Framework components. |
| 4. | **Information on delivery point of goods:**  Goods shall be provided to the address: 11 Kuchishvili street, Tbilisi. |
| 5. | **Requirements that should be satisfied by Applicants for participation in tender:**  **Documents confirming qualification data:**   * Abstract from the Registry of Entrepreneurial and Non-entrepreneurial (non-commercial) Legal Entities. |
| 6. | **Procedure for tender proposal price calculation (indicate whether it should contain other charges, taxes etc., in addition to the cost of service):**  The price of tender proposal shall be final and contain all charges related to the provision of service (transportation, insurance, overhead charges, current taxes which apply to the Applicant etc.). |
| 7. | **Convertible currency in which the price of tender proposal must be calculated:**  Total price and price per unit in the tender proposal should be given in GEL. |
| 8. | **Language of tender proposal:**  Tender proposal shall be submitted in Georgian. |
| 9. | **Location and deadline for submitting tender proposals:**  Tender proposal shall be submitted in sealed envelope until 06.00 p.m., October 21, 2019 to the address: #14 Chanturia Street, Tbilisi, Procurements Coordination Group. |
| 10. | **Tender proposals’ opening location:**  Tender proposals will be opened at the following address: #14 Chanturia Street, Tbilisi. |
| 11. | **The documents that must be included in the tender proposal submitted by the Applicant:**   1. Application for participation in tender; 2. Documents confirming qualification data required by tender invitation and TDS; 3. Detailed pricing of tender proposal in accordance with Terms of Reference; 4. Information on settlement conditions (settlement term); 5. Other information and documents specified in tender invitation and Tender Data Sheet.   Tender proposal shall be submitted in original. |
| 12. | **Information about submitting of alternative tender proposal:**  Submitting alternative tender proposal is permitted. |
| 13. | **Validity period of tender proposals submitted by the Applicants:**  Validity period of tender proposal shall be exceeding the deadline for submission of tender proposals by 30 calendar days. |
| 14. | **Settlement information:**  Payment will be carried out in accordance with delivery of goods, within 10 (ten) business days after completion of each delivery and execution of delivery-acceptance act.  Upon request of advance payment the Supplier is obliged to submit the Bank the bank guarantee in amount compliant with the amount requested in advance, valid till the complete fulfillment of undertaken obligations. At the same time, amount requested in advance shall not exceed 30% of total value of the Agreement. |
| 15. | **Other conditions of the agreement:**  All disputes which have arisen in period after the winning in tendering up to the execution of agreement or during performance of the present Agreement, along with issues regarding validity and existence of arbitrage reservation, envisaged by the present clause, shall be transferred for settlement to the Arbitrage Chamber of Georgia LLC [RID 20567389]. Jurisdiction of the mentioned entity is acknowledged by the both parties without renunciation. Mentioned arbitrage reviews the case in accordance with the Provision of Arbitrage. The case is reviewed by one to three arbiters, depending on its complexity. Composition and quantity of arbiters is determined by the Arbitrage.  The Parties also take responsibility to notify Arbitrage on any changes of address and/or a location, otherwise the correspondence [including post, a statement on specific action, writ, decision and etc.] sent by the Arbitrage to the address indicated herein, will be deemed delivered and received [with corresponding legal consequences].  Decision made by the Arbitrage on approving an appeal shall be enforced on the basis of the Enforcement Writ issued by the Arbitrage and does not require approval and enforcement of the Court. |
| 16. | **Miscellaneous information/requirements:**  The winning bidder shall be required to open the settlement account with VTB Bank (Georgia) JSC and the Bank shall make the payment for provided service by means of this account. |
|  | **Terms and Conditions herein are not exhaustive. Taking into account the specificity of procurement the Bank reserves the right to adjust/add the conditions of the agreement.** |

***Annex #1***

**To VTB Bank (Georgia) JSC**

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(Name of Applicant)

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(RID/ PID)

**Tender proposal**

After examination of the tender documentation I agree to provide Independent Audit of all Cybersecurity Management Framework components in accordance with tender documentation at the price of:

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(amount in figures and in words)

I confirm that I have examined the tender documentation of VTB Bank Georgia JSC, the information and requirements given therein are fully clear and acceptable for me, I’ll act within the set rules and in case of winning in tender I undertake to conclude the agreement with VTB Bank Georgia JSC in accordance with conditions stipulated in Tender Data Sheet and tender proposal.

In case of non-conclusion from my part of the agreement subject to the conditions stipulated in Tender Data Sheet, including the conditions of arbitration clause offered by the Bank and/or specified by the tender proposal, I take an obligation to pay VTB Bank Georgia JSC a penalty of 5% of the amount indicated in tender proposal. I confirm that in case of non-conclusion of the agreement by me on specified terms, the Bank will be entitled to use/enforce tender proposal security measure(s).

This tender proposal will remain in force for \_\_\_\_\_\_\_\_\_\_\_\_\_\_ days following the date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

----------------------------------------------------------  (Signature, stamp)

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(Date)

***Annex #2***

**To “VTB Bank (Georgia)” JSC**

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(Name of Applicant)

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(PID/ RID)

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(Address)

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(Telephone, e-mail)

**Application for participation in tender**

For purposes of participating in open tender on procurement of Independent Audit of all Cybersecurity Management Framework components announced by VTB Bank (Georgia) JSC I submit the tender proposal in a sealed envelope.

In addition, I undertake to inform VTB Bank (Georgia) JSC about any change of contact details specified in the present application, otherwise the documentation/information/notification sent by VTB Bank (Georgia) JSC to the requisites specified in this application will be deemed received by me.

---------------------------------------------------------- (Signature, stamp)

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(Date)