**International Technical Assistance Project “RELEVE” - Recovery and Decentralization**

**Terms of Reference**

##### **Background information**

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| Contract object : | Supply and delivery of vehicle to Novhorod-Siverska community in Chernihiv region |
| Contract dates: | Duration : September 2025 – November 2025 |

Expertise France is the French international technical cooperation agency, with the status of public institution under the joint supervision of the Ministry for Europe and Foreign Affairs (MEAE) and the Ministries of Economics and Finance and Industrial and Digital Sovereignty. It is the second largest technical cooperation agency in Europe. Expertise France designs and implements projects that strengthen public policies over the long term in developing and emerging countries.

As the **French public agency for international technical cooperation**, Expertise France operates in more than 100 countries, implementing more than 400 projects. The agency works in close collaboration with French public institutions, as well as with the European Union, in order to respond to the needs of partner countries that wish to improve public policies that tackle these challenges. To do so, the agency coordinates and implements national- or regional-scale projects in major areas of public action:

* [Democratic, economic and financial governance](https://www.expertisefrance.fr/en/democratic-economic-financial-governance)
* [Peace, stability and security](https://www.expertisefrance.fr/web/guest/paix-stabilite-securite)
* [Climate, biodiversity and sustainable development](https://www.expertisefrance.fr/web/guest/developpement-durable-climat-et-agriculture)
* [Health and human development](https://www.expertisefrance.fr/web/guest/sante-et-developpement-humain)

Ukraine is a key partner for Expertise France, which has had a local presence since 2006 with a representative office and projects. Over the years, Expertise France has built up a relationship of trust with its partner administrations.

Since the start of the of unjustified full-scale Russian invasion, France has launched a coordinated assistance to Ukraine. The **mAIDan Ukraine program** is a multisector technical assistance facility funded by the Ministry of Foreign Affairs. The program’s main objective is to identify needs and propose technical cooperation projects that support resilience, reconstruction, and EU integration.

At this time, Expertise France is focusing **its projects within following sectors**:

- Governance

- Economic governance

- Rule of law and justice

- Digitalisation and innovation

- Healthcare and social policies

- Security and defence policy.

The program may mobilize funding for other sectors if demand is expressed and the opportunity is

confirmed by Expertise France and the Ministry of Foreign Affairs of France.

##### **General context related to the assignment**

During Ukraine Recovery Conference in Lugano in July 2023, France has expressed the commitment to support Chernihiv region in terms of recovery and reconstruction processes. In the light of the decision, one of the priority projects within mAIDan programme will aim at support of Chernihiv region.

The Chernihiv region of Ukraine, which was hit hard by Russian bombings during the first weeks of the war, has strong old historical links with France, notably through Franco-Ukrainian technical cooperation. In July 2022, at the Lugano conference, France reiterated its commitment to supporting Ukraine through humanitarian, economic, financial, diplomatic and military aid and announced that it wished to concentrate its support on the Chernihiv region in terms of reconstruction by supporting several public and private initiatives.

In terms of decentralization, Ukraine made significant progress between 2015 and 2020, but territorial governance system is in the middle of the process with reforms initiated but not completed. In the Chernihiv region, regional and local development strategies for the period of 2021-2027 have been developed, but must be updated and adapted to the war context and the most urgent local needs. In the current situation, reconstruction needs remain very important and a priority for the Hromadas, particularly for road and connection infrastructure.

The main goal of the project is to “Support Ukraine's resilience, reconstruction and integration into the EU” and the project is structured around three components:

* C1: Support for political and legal advice on decentralisation reform;
* C2: Strengthening municipalities' skills in managing their public investment projects;
* C3: Support for decentralised cooperation between French and Ukrainian local authorities.

RELEVE is currently supporting 13 hromadas in the Chernihiv region, which is under French patronage. From July 2025, the project extends its support to around 30 hromadas in three regions, capitalising on the experience gained. The aim of this targeted roll-out is to respond more effectively to the substantial needs of local authorities, by providing them with the tools and support they need to manage public investment effectively and sustainably.

The expected result of C1 is a review and alignment with the national guidelines of the strategic documents in terms of decentralization and local governance, at all levels of local governance.

The expected result of C2, is a strengthening of the capacities of agents at the different regional and local administrative levels.

The expected result of C3 is the mobilization of French municipalities in a peer-to-peer dialogue with Ukrainian local authorities as well as the purchase or subsidy of equipment for the benefit of the targeted hromadas. This pillar will allow the feedback of experiences and the dissemination of the French territorial governance model.

Under the Component 3, the RELEVE project manages a special fund dedicated to the priority needs of partner communities in the procurement of materials, works, services and goods. Under the special fund of the RELEVE project, a vehicle is to be supplied for the urgent needs of the Novhorod-Siverska community.

##### **Purpose and objectives of the assignment**

The main objective of the assignment is to deliver the vehicle to the Novhorod-Siverska community in accordance with the technical specifications detailed in the part 4.Technical requirements.

The need for the vehicle in Novhorod-Siverska hromada is explained by the proximity of the hromada to the border with Russia, which continues the daily shelling of villages, thus putting the lives of the civilian population in danger. With the help of the procured vehicles, hromada will primarily be able to organize the evacuation of civilians and the provision of food, water and medicines to the villages under shelling.

##### **Technical requirements**

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| **Specification** | **Value** |
| Quantity | 1 |
| Car body type | Van |
| Color | Preferably White |
| Number of passengers excluding driver | 7 |
| Ground clearance |  |
| Engine type | Diesel |
| Displacement, cm³ | Not less than 1.7 |
| Maximum power, hp | Not less than 120 |
| Transmission | Automatic |
| Drive type | Front-wheel drive |
| Combined cycle, L | Not more than 14 L |
| Fuel tank capacity providing a range of at least 600 km | Yes |
| Overall width with mirrors, mm | Not more than 2500 |
| Maximum overall height, mm | Not more than 2000 |
| Overall length, mm | Not more than 6000 |
| ABS – Anti-lock Braking System | Yes |
| ESP – Electronic Stability Program | Yes |
| TC – Traction Control System | Preferably Yes |
| Front airbags for driver and front passenger | Yes |
| Central locking with remote control | Yes |
| Front fog lights | Preferably Yes |
| Adjustable driver’s seat | Preferably Yes |
| Heated windshield | Preferably Yes |
| Rear parking sensors and preferably front parking sensors | Preferably Yes |
| GPS navigation system | Preferably Yes |

##### **Required expertise**

* The supplier must be an authorised dealer of the car (must be confirmed by documents).
* Experience in supplying cars for at least 3 years (must be confirmed by the portfolio or contacts of counterparties).
* Preferable Experience in supplying cars for international organisations, government agencies (must be confirmed by portfolio or contacts of counterparties).
* Supplier should ensure a warranty of at least two years or 100 000 Km, presence of an official service centres across Ukraine (service centres in Kyiv are mandatory and Chernihiv optional)

1. **Requirements for the proposal**

* The Contractor shall provide detailed technical specifications of the proposed vehicle, which shall include both a description and supporting documents to confirm the compliance of the proposed vehicle with the basic requirements specified above, and detailed characteristics specific to the proposed vehicle.
* The Contractor shall specify the delivery time in days or date of the delivery.
* Financial proposal in UAH according to the Financial Proposal Template. The vendor could provide the detailed calculation in free form in addition to the completed Financial Proposal Form.

1. **Delivery terms**

* Delivery (DDP, Incoterms 2020) (all customs and transportation costs are included in the price)
* Delivery address: Ukraine, Chernihiv Oblast (exact address will be provided to the selected supplier)
* Delivery time: up to 30 calendar days.

##### **Timeframe of the contract**

The assignment implementation is expected during the period from September 2025 to November 2025. The contractor will work under the direct supervision of RELEVE’s project team management. The service provider shall designate a single contact person for project implementation purposes.