

**INVITATION TO BID (ITB)**

**Multi-Functional Device (MFD)**

1. The International Maritime Organization (IMO) seeks proposals from qualified companies for the provision of the supply and maintenance of Multi-Functional Devices, 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
  - Annex B: IMO General Contract Conditions- Goods Services - <https://www.imo.org/en/About/Procurement/Pages/Key-Documents.aspx>
  - Annex C1: ITB 10027475 – Multi Functional Device (Terms of Reference)
  - Annex C2: ITB 10027475 – Multi Functional Device (Technical Response Form)
  - Annex D: ITB 10027475 - Pricing Response Form
  - Annex E: Vendor Registration Form - <https://www.imo.org/en/About/Procurement/Pages/Vendor-registration.aspx>
3. In submitting a proposal, the Proposer accepts in full and without restriction the requirements of this ITB including the **Terms of Reference and the IMO General Conditions for Goods and Services** as the sole basis of this tender process, and waives his own conditions of sale, whatever they may be.
4. Proposals must be received by the IMO no later **6 April 2023, 12:00 hours noon (UK time)**. Proposals received after the designated time will be automatically rejected. Proposals are to be transmitted online via the IMO procurement portal, using the unique link in the invitation email, stating the ITB reference in the subject line. Submission of proposals by other means is not accepted.

***To receive the complete ITB 10027475 documentation interested bidders are advised to contact [procurement@imo.org](mailto:procurement@imo.org) – with SUBJECT title: Request for ITB 10027475.***