

Ministry of Aliyah and Integration

Public Tender no. 6/2020

Providing services in the field of social media

In Amharic / English / Spanish / French

For the Ministry of Aliyah and Integration

1. The Ministry of Aliyah and Integration (henceforth "**The Ministry**"), through the Spokesperson's Bureau, hereby requests bids for providing services in the field of social media in Amharic / English / Spanish / French.
2. Those permitted to submit bids in response to this tender are corporations, partnerships and licensed dealers, which meet the conditions spelled out in the tender specifications (henceforth: "**The bidder**").

3. Period of the contract

The initial contract with the winning provider will be signed shortly after the conclusion of the tender processes and will be for a period of 12 months from the day of signing the agreement. The Ministry reserves the right of choice, based on its exclusive judgment, to extend the period of the contract to additional periods, which in total will not exceed a cumulative period of 5 (five) years. The rest of the instructions regarding the period and the nature of the contract, as explained in the tender specifications.

4. Administration

- a. The tender documents can be read on the government website at: www.gov.il at the following link:

https://www.gov.il/he/Departments/ministry_of_aliyah_and_integration

and on the website of the Procurement Administration at the following link:

[https://www.mr.gov.il/OfficesTenders/Pages/SearchOfficeTenders.aspx?publ
ishid=7](https://www.mr.gov.il/OfficesTenders/Pages/SearchOfficeTenders.aspx?publ
ishid=7)

Anyone wanting to participate in the tender will download the tender documents from the website of the Procurement administration.

b. Notices on the subject of the tender will be posted on the Procurement Administration website. The bidder must remain updated regularly on the website regarding the conduct of the tender. When possible, the Ministry will send notices to the participants who registered for the tender via email as well, but the Ministry does not promise to do so.

c. In order to receive replies to clarification questions, and any other notice concerning the tender, please send a registration form for participation in the tender to the email address vmichrazim@moia.gov.il, by Sunday, September 6, 2020, in the version attached to the tender specifications. A bidder who fails to send this form will be prevented from making any claim to the effect that he did not receive notices from the Ministry regarding the tender, including a response to the clarification questions, unless he turned to the Ministry with a clarification question.

d. The Ministry representative, to whom all the questions and clarifications regarding this tender must be sent, is Ms. Meital Itzhaki, coordinator of the Tenders Committee. Clarification questions should be sent in Word format and by email only, to the address that appears in par. 3 above, with an explanation of the question, the questioners' details and an email address for the reply. Questions sent by any other means will not be answered.

e. The clarification questions should be sent no later than Sunday, September 6, 2020. Questions received after that date will not be answered. Replies to the clarification questions coming from all those registered for participation in the tender until that date will be sent by email to all the registrants collectively, without the name of the asker, and will also be published on the Ministry's website.

f. The bids should be submitted in a closed envelope, in four copies, **to the Ministry's Tenders Box**, which is located in the Ministry's main office, on 2 Kaplan Street, Hakirya, Jerusalem, next to Room 304 (on the ground floor). **Inside the envelope you must separate the price quote from the rest of the bid**, so that the **price quote will be in a separate envelope** with the words "price quote" written on it. On the envelope please write: "Ministry of Aliyah and Integration - Tender no. 6/2020" only, without the name of the bidder or

any other identifying detail. Every page in the original copy of the bid will be signed with the signature and seal of the authorized signatories.

g. We would like to call to the bidders' attention the fact that entry to the Ministry involves a security check.

h. The bids should not be sent by mail or in any other way.

The final date for delivering the bids is Tuesday, September 15, 2020, at 12 noon. A bid that is submitted after that date will not be accepted and will not be discussed.