

## TERMS OF REFERENCE AND TECHNICAL SPECIFICATIONS

### I. General information

Assignment name	Supply of Tactical First Aid Kits (IFAKs) for journalists in field conditions under the ' <i>Strengthening Journalism Capacity for Transparent Reconstruction</i> ' project"
Beneficiary	Joint-stock company "National Public Broadcasting Company of Ukraine" (hereinafter referred to as JSC "UA:PBC")
Country	Ukraine

### II. Context and justification of the need

The EU4Reconstruction (EU4R) programme supports transparent, accountable, and inclusive reconstruction processes in Ukraine by strengthening good governance practices, media and public civic engagement, and oversight mechanisms. A functional and resilient local media sector is instrumental to these goals.

JSC "UA:PBC" operates a network of regional and frontline editorial teams covering the reconstruction process across Ukraine, including areas directly affected by ongoing hostilities.

Journalists documenting these processes face high risks to their lives and health while working in zones of active hostilities. To ensure the continuous coverage of reconstruction, it is critical to provide teams with basic equipment of life-saving medical support. Currently, there is a need to equip staff with standardized, high-quality tactical medical equipment to mitigate operational risks and enable rapid self-aid or buddy-aid in the field.

The procurement of this equipment serves two primary objectives:

- **Global Safety Enhancement:** The provision of 30 IFAKs aims to establish a necessary level of physical security for journalists working in high-risk zones.
- **Preparation for Specialized Training:** This procurement is a key prerequisite for the planned Hostile Environment Awareness Training (HEAT) for 30 specialists of JSC "UA:PBC". The training, which will be organized as a separate activity under a subsequent tender, will allow staff to practice life-saving skills according to the MARCH algorithm using the standardized equipment provided through this purchase.

The procurement targets 30 journalists across 7 frontline branches: Chernihiv, Kharkiv, Sumy, Dnipro, Zaporizhzhia, Kherson, and Mykolaiv.

This intervention is a direct implementation of the Memorandum of Cooperation signed between Expertise France and JSC "UA:PBC" on February 3, 2026. The activity aligns with the shared

commitment to support independent media and ensure the maximum possible protection for personnel engaged in documenting Ukraine's reconstruction.

### III. Objectives and desired results

#### 1) General objective

The objective of the assignment is to ensure the safety, operational resilience, and continuity of field activities for regional media professionals operating in high-risk areas of Ukraine by providing standardized tactical medical equipment, enabling them to respond effectively to life-threatening injuries and maintain uninterrupted coverage of reconstruction processes despite ongoing security risks associated with war.

#### 2) Specific objectives

- a. Strengthen the capacity of frontline and regional journalists to respond to medical emergencies by equipping them with IFAKs compliant with Tactical Combat Casualty Care (TCCC) guidelines and the Massive Hemorrhage, Airway, Respiration, Circulation, Hypothermia (MARCH) protocol, enabling effective self-aid and buddy-aid in high-risk environments.
- b. Reduce the risk of preventable fatalities from traumatic injuries, particularly massive hemorrhage, by ensuring access to reliable and field-proven hemorrhage control equipment, including tourniquets, hemostatic agents, and compression bandages.
- c. Standardize the level of medical preparedness across JSC "UA:PBC" field teams operating in high-risk regions, ensuring a consistent baseline of safety and response capacity in line with international best practices.

#### 3) Anticipated results

- 30 journalists are equipped with fully compliant IFAKs, including tourniquets and trauma care components.
- Improved capacity of field teams to provide immediate life-saving interventions prior to the arrival of professional medical assistance.
- Reduction in operational vulnerability and increased staff safety during field deployments in areas affected by hostilities.
- Establishment of a baseline standard of medical readiness aligned with international best practices (TCCC) across all participating teams.

### IV. Description of the assignment

#### 1) Planned activities

The assignment consists of the procurement of 30 standardized IFAKs and their direct delivery to the office of the beneficiary, JSC "UA:PBC", in Kyiv. These items are strictly intended to equip media professionals operating in high-risk and frontline areas of Ukraine, as well as to facilitate practical Hostile Environment Awareness Training (HEAT).

Assignment preparation

This procurement is focused on the acquisition of tactical medical equipment for journalists to ensure their safety while performing professional duties in high-risk areas. This ToR is primarily for the procurement of the items listed below, such as tactical medical kits, tourniquets, and emergency life-saving supplies.

The urgency is caused by the ongoing military actions in frontline regions and the extreme risks faced by media professionals documenting the reconstruction process. Ensuring the safety of personnel is a critical prerequisite for the continuity of media activities in high-risk areas. The justification is also provided in the received request letter from JSC "UA:PBC".

**2) Anticipated deliverables and delivery**

This Terms of Reference (ToR) specifies the needs outlined above and provides detailed technical specifications in the table below.

Deliverables	End date
<p><b>Item Name:</b> Tactical First Aid kit (IFAK)  <b>Quantity:</b> 30 units  <b>Classification:</b> NC 024:2023 – Code 44047: Disposable first aid kit not containing medicinal products                      All components of the kit shall:</p> <ul style="list-style-type: none"> <li>• Be classified as medical devices</li> <li>• Not contain medicinal products</li> <li>• Not exert pharmacological, immunological, or metabolic action</li> </ul> <p>The kit shall comply with:</p> <ul style="list-style-type: none"> <li>• TCCC Guidelines (CoTCCC, latest version)</li> <li>• NC 024:2023 - code 44047 (National Classification of Medical Devices)</li> <li>• Ukrainian Technical Regulation for Medical Devices</li> </ul> <p>Packing requirements:</p> <ul style="list-style-type: none"> <li>• Items 2–17 and one hemostatic tourniquet must be placed inside the IFAK pouch (item 19)</li> <li>• The second tourniquet must be placed in the tourniquet pouch (item 18).</li> </ul> <p>Detailed list and technical specifications listed below.</p>	<p>TO + 20 days</p>

No.	Equipment Type	Specification	Quantity	Reference Model
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1	Hemostatic tourniquet	<p>Color: Black  Weight: ≥105 g  Buckle: metal or plastic  Windlass material: metal or plastic  Windlass fixation: triangular clip or C-shaped bracket (metal or plastic)  Fastening: hook-and-loop (Velcro) made of textile and synthetic fibers  Design: suitable for application on bare skin and for one-handed application  Includes time-marking area</p> <p>CoTCCC-recommended brands with proven reliability in combat conditions are acceptable.</p>	2	CAT Gen 7 (North American Rescue) or equivalent
2	Emergency Trauma Dressing (ETD)	<p>Elastic trauma bandage with pressure applicator  Width: ≥10 cm  Color: gray-green / gray  Suitable for self-application  Vacuum-packed</p>	2	Israeli Bandage / Olaes Modular Bandage
3	Hemostatic gauze (impregnated)	<p>Type: Z-folded, sterile, chitosan-based  Width: ≥7 cm  Length: ≥1.5 m  Fully impregnated with chitosan-based hemostatic agent  Packaging: vacuum-sealed, moisture-resistant individual packaging  Must be radiopaque or contain radiopaque strip</p>	2	Celox Gauze / ChitoSAM
4	Occlusive vented chest seal	<p>Airtight, high-density material with gel adhesive base  Diameter: ≥15 cm  Adhesive area: ≥14 × 14 cm  May include: hemostatic dressing / non-woven wipe  Strong adhesion (effective in blood/sweat conditions)  Suitable for entry/exit wounds</p>	1 twin pack (2 patches for sealing entry and exit wounds in the chest)	HyFin Vent Compact / Russell Chest Seal
5	Occlusive non-vented chest seal	<p>Same specifications as Item 4, but without a valve/vent.</p>	1 twin pack	HyFin Compact (Non-Vented)
6	Paramedic trauma shears	<p>Length ≥17 cm  Stainless steel with plastic handles  Curved, atraumatic blades  One blunt tip to prevent injury</p>	1	NAR Trauma Shears / Leatherman Raptor / JESCO
7	Sterile gauze bandage	<p>Width: ≥10 cm  Length: ≥3.5 m</p>	2	

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8	Medical ammonia wipe	Size: $\geq 10 \times 13$ cm	1	
9	Medical Chlorhexidine wipe	Size: $\geq 10 \times 13$ cm	1	
10	Medical burn treatment wipe	Sterile Trauma burn dressing Size: $\geq 10 \times 13$ cm	2	Burnshield Sterile Trauma Hydrogel
11	Adhesive medical tape	Fabric-based, on a roll Width: $\geq 3$ cm Length: $\geq 3$ m High adhesion in wet conditions Purpose: fixation of dressings and catheters	1	3M Durapore
12	Thermal blanket	Size: $\geq 160 \times 210$ cm Material: metallized polymer film Color: gold/silver Purpose: protection against hypothermia or hyperthermia	1	
13	CPR face shield	Type 2 One-way valve (allows air flow only from rescuer to patient) Disposable	1	Laerdal CPR Face Shield
14	Eye shield	Material: aluminum alloy Weight: $\leq 5$ g Thickness: $\leq 0.1$ cm Size: $\leq 7.5 \times 6$ cm	1	
15	Permanent marker	Line width: $\leq 2$ mm Color: Black Water-resistant Purpose: marking tourniquet application time, medications, casualty data	1	
16	Medical gloves	Non-sterile Material: nitrile Powder-free Disposable Size: L or XL Color: blue or beige	2	
17	Casualty card (TCCC)	Compliance with Form 100 (Ukrainian Armed Forces) or TCCC protocol Printed in Ukrainian language A5 format Water-resistant Must include an attachment mechanism (e.g., wire or rubber band) and pre-attached to the card	1	

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18	Tourniquet pouch	Material: Cordura 1000 D System: MOLLE Color: Black Size: ≤15 × 5 × 5 cm	1	Balistika/ M-Tac Tourniquet Pouch
19	IFAK pouch	Material: Cordura 1000 D System: MOLLE Quick-access opening (Clamshell or equivalent) One-hand operation Color: Black Size: ≤23 × 19 × 11 cm	1	Balistika / M-Tac IFAK Pouch

### Import and Shelf Life / Warranty Requirements:

- All items must be compliant with Ukrainian market regulations, whether produced locally or officially imported. Expertise France reserves the right to request an Authorization Letter from the Vendor or Importer to confirm compliance with this requirement.
- **Medical Consumables:** At the time of delivery, all medical components (consumables) must have a remaining shelf life of at least 80% of their total manufactured shelf life.
- **Non-Consumable Items:** Reusable or non-consumable equipment (e.g., pouches, shears) must be accompanied by an official warranty of at least 12 months.

**The financial offer should include all the taxes and delivery costs of the equipment.**

**Note:** Reference Models listed in the technical specifications are provided for illustrative purposes only — bidders may offer equivalent alternatives that meet or exceed the stated technical parameters.

### 3) Coordination and delivery

The Contractor shall ensure free transportation and delivery of all goods to the beneficiary's premises located at **42 Illenka Street, Kyiv, Ukraine.**

While the primary delivery site is established, the final coordinates for the drop-off point and the designated contact person for delivery will be confirmed by the beneficiary. The Expertise France Contact person will provide the relevant contact details via email immediately following the contract signature.

All procured items **must be delivered** to the beneficiary **in the shortest available time, and no later than 20 calendar days from the date of contract signature.**

Relevant visibility guidelines will be applied to the procured items and reporting provided.

## V. Place, duration and terms of performance

### 1) Implementation context:

This procurement is a critical component of Phase 1 of the project "*Strengthening Journalism Capacity for Transparent Reconstruction*". It is implemented under the EU4Reconstruction program by Expertise France S.A.S.

The procured tactical medical equipment will be used exclusively to ensure the physical safety and life-saving capabilities of media personnel operating in high-risk and frontline areas.

These items are specifically designated for 30 specialists of JSC "UA:PBC". The equipment will be utilized by journalists who have successfully completed the Hostile

Environment Awareness Training (HEAT), ensuring they are fully prepared to apply life-saving techniques according to the MARCH algorithm in field conditions.

- 2) **Start date:** As per the procurement process launch.
- 3) **End date:** As per the completion of procurement and successful transfer of the items to the beneficiary. Expected end date – May, 24 2026.

### VI. Quality requirements

To ensure the safety of JSC "UA:PBC" personnel, all medical components must strictly meet international tactical medicine standards. Any bid offering counterfeit, non-certified, or 'training-only' medical devices will be automatically rejected.

#### Documentary Evidence:

As part of the tender submission, the bidder must provide scanned copies of the following documents:

1. **Technical Specifications:** A detailed technical description for each individual item offered in the bid.
2. **Confirmation of Standards Compliance:** Documentary evidence confirming that the offered goods comply with:
  - TCCC Guidelines
  - NC 024:2023
  - Ukrainian Technical Regulation on Medical Devices (approved by the Resolution of the Cabinet of Ministers of Ukraine No. 753 dated 02.10.2013).
3. **Quality Certification:** At least one of the following documents confirming the quality of the offered goods: quality certificate, certificate of conformity, product passport, manufacturer's quality passport, or an equivalent valid document.
4. **Guarantee Letter:** A formal consolidated letter confirming the bidder's full agreement with and adherence to:
  - Compliance with all submitted technical specifications.
  - Adherence to all packaging and labeling requirements.
  - Shelf Life: A guarantee that, at the time of delivery, all medical components (consumables) will have a remaining shelf life of at least 80% of their total manufactured shelf life.
  - Commitment to replace defective items within the stipulated timeframe.
5. **Warranty Confirmation:** A formal letter confirming a minimum warranty period of 12 months for all non-consumable items.
6. **Authorization Letter:** If the bidder is not the manufacturer, they must provide an official authorization letter issued by the manufacturer or an authorized distributor.

#### Packaging and Defect Management:

- **Packaging:** All goods must be delivered in standard, appropriate packaging that ensures the safe preservation of the items under normal storage and transportation conditions.
- **Defective Goods:** In the event that any defect or inadequate quality is discovered upon handover (either in the kit as a whole or any individual component), the Supplier is obligated to rectify the deficiencies or replace the defective goods at their own expense within 10 (ten) working days from the moment the defect is identified.

## VII. Delivery Verification and Reporting

As the goods will be delivered directly to the beneficiary's premises, the Contractor must provide a "Proof of Delivery" (PoD) package to Expertise France to facilitate payment. This package shall include:

1. Transport and Receipt Documentation:
  - Signed Delivery Note: A copy of the delivery note or waybill, signed by the beneficiary's representative.
  - Courier Waybill (TTN): If using third-party logistics (e.g., Nova Post or other courier services), a copy of the transport document (TTN) confirming the status as "Delivered/Received."
2. Photo Documentation:
  - Contractor Delivery: Photos documenting the handover and the items at the beneficiary's location.
  - Courier Delivery: Photos of the prepared items prior to dispatch.
3. Final Acceptance: The final Invoice and Delivery note will be processed only upon successful verification of the complete PoD package.

## VIII. Monitoring-evaluation

### Performance indicators

Deliverables	Immediate effects	Intermediate effects	Verification sources
30 IFAKs successfully procured and transferred to JSC "UA:PBC" for media personnel operating in field conditions.	<p>30 media professionals (including frontline correspondents across 7 regions and HEAT training participants) are fully equipped with standardized IFAKs.</p> <p>Increased physical readiness of media personnel to provide emergency self-aid and buddy-aid using the MARCH algorithm during assignments in high-risk areas.</p>	<p>Enhanced overall safety, life-saving capacity, and psychological resilience of journalists operating in high-risk zones.</p> <p>Full equipment of journalists with standardized IFAKs, enabling the practical application of HEAT training skills.</p>	Acts of transfer and acceptance, photos of delivered kits.

## IX. Practical information

Selection of the bids will be based on the following criteria. The evaluation will be conducted in two stages:

**Stage 1: Administrative and Technical Compliance (Pass/Fail)**

- Full compliance with all Technical Specifications (including TCCC/MARCH standards).
- Provision of all required quality certifications, declarations, and guarantee letters.
- Commitment to deliver all goods within a maximum of 20 days from the contract signature date

*Note: Bids that do not meet ALL of the above mandatory criteria will be automatically rejected and will not proceed to the financial evaluation.*

**Stage 2: Financial Evaluation (100 points)**

- Price (100 points): The contract will be awarded to the technically compliant bidder offering the lowest total price.