**Terms of reference   
and technical Specifications**

1. **General information**

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| Assignment name | Lot 2 - Emergency Equipment needs for regional media outlets – **Provision of computer and communication equipment** |
| Beneficiary | Regional media in high risk and frontline areas |
| Country | Ukraine |

1. **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, oversight mechanisms. For this to materialize, a functional local media is instrumental.

Regional media outlets in Ukraine, particularly those operating in high-risk and frontline areas, face acute challenges in maintaining continuity of operations. Ongoing security threats, infrastructure damage, and resource scarcity have severely undermined their ability to deliver timely, reliable, and independent information to local communities. These outlets are often the only trusted sources of news for populations exposed to disinformation campaigns, restricted mobility, and disrupted communication channels.

The situation has been further aggravated by recent strikes on power generation facilities, which have severely disrupted electricity supply and, consequently, the operational capacity of many outlets. Power outages and voltage fluctuations have hindered broadcasting, digital communication, damaged equipment and the ability to maintain secure archives and reporting systems.

Recognizing these urgent needs, a needs assessment was launched in cooperation with Canal France International (CFI) to identify priority equipment and support requirements. This assessment confirmed that many regional outlets lack the essential tools—such as backup power sources, communication devices, and digital infrastructure—necessary to ensure safe, secure, and uninterrupted reporting under crisis conditions. Thus, procurement for backup power sources, computer and communication equipment, are therefore required to address these gaps and enable outlets to continue their public service role despite ongoing disruptions.

This intervention is also fully in-line with the activities agreed at the recent EU4R Executive Committee meeting, held in December 2025.

1. **Objectives and desired results**
   1. **General objective**

The objective of the assignment is to ensure the operational resilience and business continuity of regional media outlets in high-risk areas of Ukraine by providing emergency equipment and support, enabling them to deliver timely, reliable, and independent information to local communities despite ongoing disruptions caused by conflict and recent strikes on power generation facilities.

* 1. **Specific objectives**

1. Safeguard access to verified information for communities in high-risk and frontline areas, reducing vulnerability to misinformation and disinformation campaigns.
2. **Strengthen the capacity of outlets to withstand operational disruptions**, particularly those caused by electricity shortages, cyber threats, and physical damage to infrastructure.
3. **Promote equity and inclusion by prioritizing support for under-resourced regional outlets, ensuring marginalized and frontline populations are not excluded from reliable information flows**
   1. **Anticipated results**

Regional media outlets in high-risk areas are equipped with critical tools and backup systems that allow them to continue operations despite power outages and infrastructure damage. Consequently, communities in frontline and vulnerable regions maintain access to timely, verified, and independent information, strengthening resilience against misinformation.

EU4R donor priorities on safeguarding civic space and countering disinformation are advanced through responsive, evidence-based and rapid intervention.

1. **Description of the assignment**
   1. **Planned activities**

The assignment consists of the procurement of certain items and delivery of essential equipment to regional media outlets operating in high-risk areas of Ukraine.

Assignment preparation

The procurement will be grouped into four categories to ensure efficiency and alignment with the identified needs and priorities. This ToR is primarily for the procurement of the items under the category 2 below. The justifications are also provided in the received request letters from the recipients.

1. Power Supply Equipment (high priority and urgency)
   * Items include power banks, batteries, generators, and solar panels.

Purpose: To provide reliable backup energy sources that mitigate the impact of electricity shortages and power outages, ensuring continuity of broadcasting, digital communication, and secure data storage.

1. **Computer Equipment and Mobile Phones**
   * **Items include laptops, desktop computers, tablets, and mobile phones.**

Purpose: To strengthen digital infrastructure and communication capacity, enabling media outlets to maintain reporting, editing, and dissemination of verified information under crisis conditions.

1. Photo and video equipment
   * Photo cameras and accessories.

Purpose: To replace damaged and depreciated equipment and enable the teams produce high quality materials.

1. Miscellaneus Essential Equipment

* Items include, networking devices, storage solutions, and other technical tools identified through the needs assessment.

Purpose: To enhance the safety, resilience, and adaptability of media operations, reducing vulnerabilities to physical, cyber, and logistical disruptions.

* 1. **Anticipated deliverables and delivery**

This ToR specifies needs for Category 2 outlined above and provides detailed specifications in the form of table below.

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| Deliverables | End date |
| **2.Computer Equipment and Mobile Phones**  Detailed list and technical specifications listed below. | T0 + 6 weeks. |

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| **No.** | **Equipment Type** | **Specification** | **Quantity** | **Indicative Model** | **Equipment Code** |
| 1 | Laptop | Processor: Intel Core i5 (12th generation or newer) or equivalent; RAM: minimum 16 GB; Storage: SSD, minimum 512 GB; Display: minimum 16″, IPS or equivalent; Resolution: minimum 1920 × 1200; Operating system: Windows 11 (licensed); Battery capacity: minimum 50 Wh; Battery life: up to 8 hours under standard office workload conditions; Integrated webcam and microphone; Wireless connectivity: Wi-Fi and Bluetooth; Minimum ports: at least 2× USB ports and 1× HDMI (or equivalent video output); | 7 | Asus 16WUXGA/Xiaomi RedmiBook 16 2024 | LTP-16 |
| 2 | Smartphone | Main camera module: minimum 50 MP; video recording up to 4K resolution; RAM: minimum 16 GB; Internal storage: minimum 512 GB; Battery capacity: minimum 4500 mAh with fast charging support; Connectivity: 4G/5G support, Wi-Fi 6 or higher; High-performance processor suitable for mobile journalism, video recording, basic video editing and rapid content publishing; | 1 | Xiaomi 15 Ultra 16/512GB | SP-16/512 |
| 3 | Laptop | Processor: ARM-based processor (e.g., Snapdragon X series or equivalent), minimum 8 cores, up to 3.0 GHz; RAM: minimum 16 GB; Storage: SSD, minimum 512 GB; Display: minimum 14″; Resolution: minimum 1920 × 1200; Refresh rate: minimum 60 Hz; Graphics: integrated GPU; Wireless connectivity: Wi-Fi and Bluetooth; Integrated webcam and microphone | 4 | Dell Inspiron 14 5441 14 | LTP-14-16/512 |
| 4 | Laptop | Processor: AMD Ryzen 7 (Zen 5 generation) or equivalent, minimum 8 cores, up to 5.0 GHz; RAM: minimum 24 GB (DDR5 or LPDDR5X or equivalent); Storage: SSD, minimum 1 TB; Graphics: integrated high-performance GPU (e.g., Radeon series) or equivalent; Display: minimum 16″; Resolution: minimum 2880 × 1800; Display technology: OLED or equivalent high-resolution panel; Refresh rate: minimum 120 Hz; Battery: minimum 75 Wh; Battery life: up to 15+ hours under standard productivity workload; Fast charging capability supported; Wireless connectivity: Wi-Fi and Bluetooth; Operating system: Windows 11 (licensed) or equivalent. | 2 | ASUS Zenbook S 16 UM5606KA-RK741W | LTP-16-PRO |
| 5 | Tablet | Display: approximately 14″ or larger; Resolution: minimum 2960 × 1848 or equivalent high-resolution display; Display technology: AMOLED or equivalent high-quality panel; Processor: high-performance multi-core chipset suitable for media production and multitasking; RAM: minimum 12 GB; Internal storage: minimum 512 GB; microSD expansion support desirable; Connectivity: 4G / 5G support, Wi-Fi, Bluetooth (version 5.0 or higher); GPS support; Dual SIM capability desirable; Main camera: dual camera system (minimum 13 MP primary); Front camera: minimum 12 MP; Battery capacity: minimum 11,000 mAh; Battery life: up to 20+ hours of video playback under standard wireless conditions; Fast charging support (minimum 40 W); Dust and water resistance desirable; Operating system: Android (latest supported version) | 2 | Galaxy Tab S11 Ultra 5G 12/512GB | TAB-14-12/512 |
| 6 | Laptop | Processor: modern multi-core processor (minimum 8 cores or equivalent performance class); RAM: minimum 16 GB; Storage: SSD, minimum 256 GB; Display size: 13″–14″; Weight: maximum 1.5 kg; Integrated graphics; Wireless connectivity: Wi-Fi and Bluetooth; Battery life: minimum 8 hours under standard office workload conditions; Licensed operating system (Windows, macOS, or equivalent) | 3 |  | LTP-14-16/256 |
| 7 | Laptop | Operating system: Windows 11 (or equivalent licensed OS); Display size: 15–16 inches; Processor: modern multi-core CPU (Intel Core i5 / AMD Ryzen 5 or higher, or equivalent); RAM: minimum 16 GB; Storage: minimum 1 TB SSD; Graphics: dedicated GPU (e.g., NVIDIA or equivalent) with minimum 4 GB VRAM; Wireless connectivity: Wi-Fi and Bluetooth; Integrated webcam and microphone; Battery life suitable for mobile work (minimum 5–6 hours under office load) | 1 | Asus | LTP-16/1TB |
| 8 | Laptop | Processor: not lower than Intel Core i7 (11th generation) or equivalent modern multi-core CPU; RAM: minimum 16 GB; Storage: minimum 512 GB SSD; Display size: minimum 14 inches; Battery life: minimum 14–16 hours under standard office workload; Integrated graphics (unless otherwise specified); Wireless connectivity: Wi-Fi and Bluetooth; Integrated webcam and microphone; Lightweight portable format desirable; Operating system: Windows 11 or equivalent licensed OS | 2 | Lenovo | LTP-16/512 |
| 9 | Laptop | Modern multi-core CPU (i5 / Ryzen 5 or better) Dedicated GPU with minimum 6 GB VRAM (e.g., NVIDIA GeForce RTX 3050 or equivalent) RAM ≥ 16 GB SSD ≥ 512 GB Display approximately 15″ or larger Full HD or higher resolution Windows 11 (licensed) or equivalent Wi-Fi and Bluetooth Integrated webcam and microphone | 1 | Asus TUF Gaming F17 (or equivalent) | LTP-GPU |

**All the equipment has to be delivered to the beneficiary offices or nearest delivery point in the city of office location.** This will be primarily in the East and South east of the country (e.g. Chernihiv, Kharkiv, Dnipro, Mykolaiv, etc, up to 19 addresses).Detailed list of shipment addresses and contact persons will be shared separately with the selected bidder. **Purchased items must be shipped to the beneficiaries in the shortest available time!**

Financial offer should include all the taxes and delivery costs of the equipment.

***All equipment must be officially imported into Ukraine and accompanied by an official warranty of at least 12 months. Expertise France may request an Authorization Letter from Vendor or importer to confirm compliance with this requirement.***

***Indicative Models are provided for illustrative purposes only — bidders may offer equivalent alternatives.***

* 1. **Coordination**

Each media outlet has provided request letter with the listed items needed. Contact persons are outlined within the letter.

Items should be delivered to the requester’s address in the specified regions of their office location.

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

1. **Place, duration and terms of performance**
   1. **Implementation period:** This is a standalone support based on the emergency needs. The media organizations will be also encouraged to apply for future CfPs for any further cooperation.
   2. **Start date:** As per the procurement process launch.
   3. **End date:** As per the completion of procurement and transfer of the items to the media outlets. Expected end date April 10, 2026.
2. **Required expertise and profile**

N/A

1. **Assignment reports**

A report will be compiled on actual delivery and outreach of the equipment. Relevant media coverage and visibility will be ensured.

1. **Monitoring-evaluation**

**Performance indicators**

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| Deliverables | Immediate effects | Intermediate effects | Verification sources |
| Emergency equipment and essential equipment transferred to the regional media outlets operating in high-risk areas. | Media outlets are able to sustain their operations and continue media coverage primarily for the local communities. |  | Donation/transfer acts. |

1. **Practical information**

Selection of the bids will be based on the following criteria:

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| **#** | **Criteria** | Point |
| 1 | Price | 60 |
| 2 | Delivery time | 40 |