



Embassy of the Czech Republic
to Austria



EMBASSY
OF THE SLOVAK REPUBLIC
IN VIENNA



BOTSCHAFT VON UNGARN
WIEN

SARIO
SLOVAK INVESTMENT AND
TRADE DEVELOPMENT AGENCY



INTERNATIONAL PROCUREMENT SEMINAR DOING BUSINESS WITH THE UNITED NATIONS

Vienna, June 9th and 10th, 2026



Vienna

TUESDAY 9th June

8:30 – 9:00 **Registration**

9:00 – 9:10 **Welcome and Opening**

Mr. Jan BUMBA (Moderator)

Neris Mercedes Baez Garcia De Mazzora, Chair of Supply Chain Network and Director of Procurement Division, UN Secretariat

9:10 – 9:40 **Opening by Host Countries**

H.E. Jiří ŠITLER Ambassador of the Czech Republic to Austria

H.E. Jan Marian, Ambassador and Permanent Representative of the Czech Republic to the UN and to OSCE

H.E. Jozef POLAKOVIČ Ambassador of the Slovak Republic to Austria

H.E. Edit Szilágyiné Bátorfi, Ambassador of Hungary to Austria

9:40 – 10:00 **Doing Business with the UN**

Understanding the UN Market, the UN Global Marketplace, General UN Procurement Procedures & Practical Tips (Video)

10:00 – 10:10 **Slovak Investment and Trade Development Agency (SARIO)** Presentation of the Agency and Its Services

10:10 – 10:20 **Czech Trade Promotion Agency (CzechTrade)** Presentation of the Agency and Its Services

10:20 – 10:50 Coffee Break, Parallel Sessions!

10:50 – 11:00 **Introduction to Procurement UNOPS**

11:00 – 11:10 **Introduction to Procurement UNICEF**

11:10 – 11:20 **Introduction to Procurement UNDP**

11:20 – 11:30 **Introduction to Procurement WHO**

11:30 – 12:30 INTERACTIVE PANEL DISCUSSION: BEST PRACTICES

12:30 – 13:30 **Lunch Break**

13:30 – 13:40 **Introduction to Procurement CTBTO**

13:40 – 13:50 **Introduction to Procurement ILO**

13:50 – 14:00 **Introduction to Procurement WFP**

14:00 – 15:00 WORKSHOP: UNGM TIPS AND TRICKS

15:00 – 15:30 **Coffee Break**

15:30 – 15:40 **Introduction to Procurement OSCE**

15:40 – 15:50 **Introduction to Procurement IAEA**

15:50 – 16:00 **Introduction to Procurement UNHCR**

16:00 – 17:00 INTERACTIVE PANEL DISCUSSION: MEDICAL SUPPLIES & PHARMACEUTICALS

17:00 – 17:15 **Closing Remarks**

Ms. Lilla HORVATH (Embassy of Hungary in Austria)

Ms. Julie HAVLOVA (CzechTrade Austria)

17:15 – 20:00 **Reception and Networking**

PARALLEL SESSIONS

10:30 – 17:00 **INDIVIDUAL MEETINGS WITH VENDORS AND UN AGENCIES**

WEDNESDAY 10th June

- 8:30 – 9:00 **Registration**
- 9:00 – 9:10 **Opening Remarks and Wrap up of Day 1**
- 9:10 – 9:20 **Introduction to Procurement FAO**
- 9:20 – 9:30 **Introduction to Procurement WIPO**

9:30 – 10:30 INTERACTIVE PANEL DISCUSSION: IT & COMMUNICATION

- 10:30 – 11:00 Coffee Break

11:00 – 12:00 INTERACTIVE PANEL DISCUSSION: SUPPLY CHAIN, TRANSPORTATION & LOGISTICS

- 12:00 – 12:10 **Introduction to Procurement UNIDO**
- 12:10 – 12:20 **Introduction to Procurement UNOV/UNODC**
- 12:20 – 13:20 Lunch Break

13:20 – 14:20 INTERACTIVE PANEL DISCUSSION: SERVICES (MANAGEMENT, CONSULTANCY, TRAINING & TRANSLATION)

- 14:20 – 14:30 **Closing Remarks**

Ms. Adriana DUBENOVA (Embassy of Slovak Republic in Austria)
Mr. Robert OTEPKA (Embassy of the Czech Republic in Austria)

PARALLEL SESSIONS

9:10 – 15:00 INDIVIDUAL MEETINGS WITH VENDORS AND UN AGENCIES