Procurement at UNHCR
UNHCR's Mandate
This total represents an enormous number of people needing protection worldwide.

http://popstats.unhcr.org/
UNHCR's workforce

- Approximately 16,770 employees
- 90% of staff works in the field
- Present in 138 countries with a total of ab. 450 offices
- Budget 2018: 8.2 billion dollars
- Headquarters in Geneva, Budapest and Copenhagen, as well as Regional Offices in Nairobi, Amman, Panama, Bangkok, Pretoria and Dakar.
Our vision is to provide excellence in supply chain service delivery across UNHCR that supports efficient and sustainable protection of refugees and other persons of concern.
Procurement in Figures
2018
UNHCR Procurement 2010-2018
in million US$

Services: 613 million US$
Goods: 439 million US$
UNHCR Procurement 2018 in million US$

Procurement value: 1,1 billion US$ in 2018

HQ: 347 million US$
Field: 754 million US$
Top 10 Item Categories purchased in 2018 based on their value in million USD

1. BEDCLOTHES/MATRESSES/TOWELS: 30M
2. DIESEL: 26M
3. PREFABRICATED House: 25M
4. 4x4 STATION WAGON: 24M
5. BLANKETS: 23M
6. PLASTIC PRODUCTS (SHEETS & ROL): 22M
7. STRUCTURAL BUILDING PRODUCTS /: 20M
8. LAMP/ LAMP COMPONENTS: 18M
9. KITCHENWARE: 17M
10. (Blank): 16M
GOODS & SERVICES
WHAT WE PLAN TO PROCURE
2020 HQ Procurement Plan

**Goods**
- Visibility Items (Shirts, caps, mugs, pens etc…)
- ID cards Printers
- Mosquito nets
- Plastic sheets and rolls
- Plastic buckets
- Sleeping mats
- Kitchen sets

**Services**
- Translation, editing and proof-reading;
- Cash Based Intervention and related bank services
- Fundraising Services
- Integrated Marketing Communication Services
How to become a supplier to UNHCR
HOW TO PARTICIPATE IN THE SELECTION PROCESS?

The UN Supplier Code of Conduct (UNSCC) sets forth what is expected of all suppliers with whom UNHCR does business. Furthermore, Vendors are expected to demonstrate a commitment to the Ten Principles set out in the UN Global Compact that underlies the UNSCC.

- **Register at [www.ungm.org](http://www.ungm.org)** to learn about all the opportunities to be a supplier to UNHCR. You can subscribe to the Tender Alert Service to make sure you are notified of all opportunities.

- If you are interested in being a supplier for UNHCR at Global level you can directly register on [UNHCR eSupplier Portal](https://www.unhcr.org/become-supplier.html) at the following link: [https://www.unhcr.org/become-supplier.html](https://www.unhcr.org/become-supplier.html)

- If you are interested in being a supplier for a **specific country or region**, you are recommended to contact the **local UNHCR operation** for registration, as they might use different channels to advertise their tenders. More info can be found at [https://www.unhcr.org/where-we-work.html](https://www.unhcr.org/where-we-work.html)

- **In all cases**, submitting a duly filled in **Vendor Registration Form** with supporting documents is mandatory. More information can be found at [https://www.unhcr.org/doing-business.html](https://www.unhcr.org/doing-business.html)
The Code of Conduct sets forth what is expected of all suppliers with whom UNHCR does business. Filling a vendor Registration Form with supporting documents is mandatory. And it should includes:

- Firm/Company/Factory registration certificate
- Registration with Tax/VAT
- Company’s annual financial report
- Audit certificate/report
- Brochures on products/services
- Environmental policy
- Quality assurance certificate
Thank you for your interest in becoming a supplier with UNHCR

Visit our website: unhcr.org/supply