UNICEF PROCUREMENT AND SUPPLY FUNCTION

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UNICEF is mandated by the United Nations General Assembly to advocate for the protection of children's rights, to help meet their basic needs and to expand their opportunities to reach their full potential.

UNICEF works in programmes, advocacy, innovation and technical assistance across 190 countries to address country-specific needs, supporting global efforts in collaboration with governments, partners and other UN organizations.
UNICEF Supply Community

- Total staff: 1036
- Female: 432
- Male: 604
- Nationalities: 136
- Background:
  - 32% private sector
  - 26% UN
  - 14% NGO
  - 8% government
  - 5% academia

- Logisticians
- Buyers
- Warehouse managers
- Shipping experts
- Market experts
- Monitoring specialists
- Product experts
- Pharmacists
- Nutritionists
- Planners/Forecasters
- Architects
- Engineers
- Inspectors
- Inspectors
- Quality Assurance
- Financing experts

Support from Supply Division
Country to country deployment
Supply Division
UNICEF Supply Function – High level vision

2005
DIRECT DELIVERY
PROCUREMENT SERVICES

2008
DIRECT DELIVERY
PROCUREMENT SERVICES

2010
DIRECT DELIVERY
PROCUREMENT SERVICES
CAPACITY DEVELOPMENT
INNOVATION

2013
DIRECT DELIVERY
PROCUREMENT SERVICES
CAPACITY DEVELOPMENT
INNOVATION & MARKET INFLUENCE

2017 - 2030
DIRECT DELIVERY
PROCUREMENT SERVICES
CAPACITY DEVELOPMENT
PRODUCTS, SERVICES & MARKETS INNOVATION
SUPPLY FINANCING
EVIDENCE, ANALYSIS & KNOWLEDGE
UNICEF procurement value by major commodity groups (2018)

- **Vaccines**: $1.453 billion
- **Pharmaceuticals**: $124 million
- **Water & Sanitation**: $117.3 million
- **Nutrition**: $183.9 million
- **Education**: $57.4 million
- **Medical supplies**: $106 million
- **Cold Chain Equipment**: $77.9 million

$3.486 billion of supplies + services for 150 countries and areas

$1.536 billion in procurement on behalf of 107 self-financing governments and partners

$2.378 billion supplies

$1.108 billion services

78% of UNICEF procurement is in collaboration with other UN agencies and partners
In 2018, UNICEF’s procurement of services reached a value of $1.108 billion. The six largest categories account for 62 per cent of the total value of contracting for services.

**KEY SERVICES GROUPS**

- **$118.3 million**
  - Construction services
- **$183.3 million**
  - Local technical workforce for programme execution
- **$133.8 million**
  - Research, surveys, monitoring and evaluation services
- **$80.6 million**
  - International freight services
- **$71.3 million**
  - In-country logistics and warehousing services
- **$101.2 million**
  - Finance and insurance services
Regions where UNICEF supplies were used in 2018

- ESAR (EASTERN AND SOUTHERN AFRICA): 23%
- ROSA (SOUTH ASIA): 24%
- MENAR (MIDDLE EAST AND NORTH AFRICA): 15%
- WCAR (WEST AND CENTRAL AFRICA): 28%
- EAPR (EAST ASIA AND PACIFIC): 5%
- ECAR (CENTRAL AND EASTERN EUROPE AND THE COMMONWEALTH OF INDEPENDANT STATES): 4%
- LACR (LATIN AMERICA AND CARIBBEAN): 1%
Products, Markets & Innovation
SDGs and Megatrends – drive UNICEF innovation and market influencing activities for children

UNICEF Strategic Plan
- Scale-up of core programmes
- New products, services, & markets, incl. local
- Service delivery modes, incl. self procurement

Climate change, Urbanization, Migration, NCDs, Neglected diseases, GNI relevance, other macro trends
Products & Markets *futures* goals/targets: Pushing boundaries

- **Difficulty**
  - Neonate thermal monitoring devices
  - Uterine balloon tamponade
  - Non-pneumatic antishock garment
  - HIV self test
  - Acute Respiratory Infection Diagnostic Aid
  - Amoxicillin Dispensing Envelope
  - Improved anthropometry/nutrition
  - Neonatal Resuscitators
  - Fetal stunting bio-markers
  - Community health...
  - Autonomous CPAP
  - PoC ultrasound diagnostic, cervical pessaries, fetal heart...
  - Scaled drone delivery solutions for...
  - Multiplex rapid test for STDs
  - Fever differential diagnostic tools
  - Triage, prognostic dx
  - Maintenance-free oxygen generators
  - Improved mosquito vector control...
  - Low-density malaria detection

- **Time**
  - 2015
  - 2020
  - 2025
  - 2030
  - 2035

- **Legend**
  - R&D phase
  - Scale phase
  - Ongoing UNICEF project

**Example:** Health devices (including diagnostics)
Product Innovation Ecosystem
- turning ideas into scalable solutions

- Medicines
- Vaccines
- Nutrition
- Water, Sanitation, Hygiene
- Education
- Health technology
How UNICEF works with businesses and industries

- Targeted **bilateral engagement with companies** including at Executive/President-level to establish positive relationships, and to discuss strategic issues including to influence of R&D pipelines.

- Regular **engagement with industry associations** (e.g. IFPMA, DCVMMN) for pan-industry reach and to understand industry trends.

- **Convenes the industry-wide forums by segment/product group** on a (bi)annual basis for dialogues on strategic direction, to understand supplier challenges and market perspectives.

  - These bring together >1000 participants across ~20 industry meetings per year.

- Various interaction with industry are based on **fairness, transparency**, while at the same time ensuring **confidentiality** of commercially sensitive information.

- **Publishes strategic market information** (e.g. market analyses, demand/supply volumes, pricing, procurement plans, etc.) to **reduce market information asymmetries** ultimately to improve market functioning.

### 2018 Industry Meetings

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<td>Medicines &amp; Nutrition Centre</td>
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<td>Vaccines Centre</td>
<td>6</td>
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<tr>
<td>Water, Sanitation &amp; Education Centre</td>
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<tr>
<td>Other Centres</td>
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- (1) HIV diagnostics
- (2) Zika diagnostics
- (3) Cold Chain Equip
- Portfolio of vaccines across industry
- Sanitation Products (Regional industry consultations)

- (1) Unmanned Aerial Vehicles (UAVs)
- (2) Household Water Treatment

- Industry Consultation
- Pre-tender Meeting

How UNICEF works with businesses and industries
Learn about UNICEF’s view on key markets

Market Influencing

A strategic focus on essential supplies

UNICEF focuses on commodities that are essential for the needs of children and contribute to the achievement of the Sustainable Development Goals (SDGs). Some commodities are easily available and affordable, while the availability of others is limited, or in some instances, non-existent in the quality and price required. UNICEF places a strategic focus on these supplies to shape healthy markets. UNICEF seeks to influence the market to achieve affordable prices, diversified supplier bases, competitive market landscapes, and quality products, fit for purpose, and in the right form for children.

UNICEF seeks to reduce the market barriers and constraints for existing and future products, as well as help develop new products to meet the programmatic needs of children, and build local level capacity to sustain development. Influencing markets requires an understanding of market forces, accurate forecasting, analysis, information transparency, engagement with industry, and a drive to achieve the best possible outcome for children.

Some of UNICEF’s Key Market Information Resources

<table>
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<th>Market Dashboard</th>
<th>Price Database</th>
<th>Supplier financing</th>
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<td>Key product and market information analysis</td>
<td>High-level analysis of 69 key supply markets</td>
<td>Price transparency based on commercial terms</td>
<td>Financing options and sources in support of SMEs</td>
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In 2018, UNICEF sourced US$12.4m of global supplies from Argentina.
UNICEF's procurement value of goods and services (2014-2018) from Argentine suppliers

- 82% of supply to UNICEF was for services (2014-2018)
- 87% of supply to UNICEF has been for services (first half of 2019)
In 2018, UNICEF worked with 104 Argentine suppliers - the main procurement type (services) was for PR & Fund-Raising

9 suppliers represented 76% (US$9.4m) of the total procurement value from Argentina in 2018

- 12 vendors represent 92% ($7.6m) - against 13 LTAs.
- 99% ($1.0m) for Water Purification tablets from one vendor under a Long-Term Arrangement (LTA)
In the period 2014-2017* Argentine suppliers responded to 60% of UNICEF invitations to bid for International competitive tenders.

* In 2018 no suppliers were invited.
GRACIAS
**Need:** Specifying desired performance via TPPs

**Purpose:**
- **Market Shaping:** Informs industry/academia on UNICEF’s need for a new/improved solution
- Useful for **convening** and **aligning** with partners on UNICEF’s priorities
- Informs on **product requirements** (without prescribing a specific solution) such as:
  - Performance
  - Function
  - Stakeholders
  - Design
- Potential to **broaden supplier field**
- **Less prescriptive** of product solution than traditional product specifications
- **Fully transparent** and promoting **equal opportunities** to all developers
- **Alerts suppliers** prior to issuing a tender

**Process:**
1. **Drafted** by UNICEF SD
2. **Reviewed** by relevant stakeholders (e.g. Program Division, WHO) including industry
3. **Published** externally:
   2. United Nations Global Marketplace (UNGM)

Technical and procedural questions are **managed** by UNICEF staff and made publicly available

1. **Tender**
   - Technical evaluation
   - Financial evaluation
   - Sample evaluation
2. **Field trials**
3. **Contract/LTA**
Research and Development

Guiding principle: Transparent, non-exclusive dialogue prior to competitive process

- Ongoing dialogue, allowing for questions and inputs to the TPP.
- Industry consultations to allow a more in-depth dialogue, including between developers.
- Facilitating user feedback as basis for co-creation within the framework of competitive tendering.
- Survey of R&D pipelines, RFI, RFPs utilized when appropriate to gain formal feedback from developers.
- Incentives to drive R&D including financial pull mechanisms.
UNICEF INFORMATION SOURCES
Familiarize yourself with UNICEF Supply
Find out how to become a supplier to UNICEF

WWW.UNICEF.ORG/SUPPLY

UNICEF Supply Division is responsible for offshore procurement on behalf of UNICEF Country Offices, Headquarters and Procurement Services partners, and for oversight of all UNICEF procurement. UNICEF procured $3.420 billion worth of supplies and services in 2015 alone, including $2.40 billion worth of offshore supplies and services.

UNICEF procurement supports UNICEF goals and priorities for children and women. UNICEF maintains the highest level of integrity in its procurement activities. The organization evaluates and selects suppliers with whom it does business. It also ensures that all potential suppliers are subject to the same conditions and that information received is confidential.

Information on key commodities, large contract awards, and top supplier countries can be found in the Supply Annual Report 2016. Please consult the Supply Catalogue for specifications for the 2,000 standard UNICEF commodities.

Suppliers should also refer to pages under the relevant programme areas, e.g. Immunization, Medicines, etc., where other useful information may be posted, such as details of supplier meetings.

UNICEF Supply Catalogue

UNICEF Supply Catalogue

Donate now

WWW.UNICEF.ORG/SUPPLY
Find out what UNICEF procures

UNICEF supplies

Offshore Supplies
The bulk of UNICEF offshore (global) procurement is for essential commodities for children. These include:

- Vaccines and immunization supplies
- Pharmaceuticals and micronutrients
- Medical supplies and equipment
- Educational supplies
- Therapeutic foods
- Vehicles
- IT equipment

The 2,000 (approximate) standard commodities procured by UNICEF are listed in the Supply Catalogue. The catalogue provides technical specifications for most items. UNICEF does not procure any type of used or second-hand merchandise.

Local Procurement
UNICEF Country Offices also procure a range of commodities. However, local procurement is not allowed for vaccines, auto-disable syringes, safety boxes (for disposal of injection equipment), pharmaceuticals, micronutrients and therapeutic foods. Suppliers should contact their nearest UNICEF Country Office for further information.

Food and Clothing
UNICEF does not procure food, other than specific therapeutic foods for use in emergency situations. Generally, UNICEF does not procure clothing, except in limited quantities for very specific emergency situations.

Special Projects
In rare cases, UNICEF procures goods and services that fall outside the major commodity groups listed above. These goods are usually for special projects or emergency programming and need to be procured at short notice. Please consult our Expressions of Interest on a regular basis for current requirements.

Technical Standards

WWW.UNICEF.ORG/SUPPLY
Become a supplier and express interest

We’re building a new UNICEF.org.
As we swap out old for new, pages will be in transition. Thanks for your patience – please keep coming back to see the improvements.

Supplies and Logistics

Supply home
About Supply
For suppliers and service providers
Become a supplier
UNICEF supplies
Procurement
Policies
Technical Standards
Technical Bulletins
Quality Assurance
Ridding
Opportunities
Tender Calendars
Contract Awards
Supplier meetings
Target Product Profiles
Procurement Services

Become a supplier

UNICEF

- only purchases goods and equipment to implement its mandate;
- purchases primarily from manufacturers and authorized representatives;
- evaluates and registers suppliers with which it does business;
- uses competitive tendering for all procurement;
- invites an appropriate geographical range of suppliers to tender;
- purchases products that comply with recognized technical standards;
- does not purchase from companies employing child labor, nor manufacturers of land mines and their components;
- does not purchase from companies found to have undertaken unethical, unprofessional or fraudulent activities.

If your company sells items of interest to UNICEF, complies with our procurement policies and has export capabilities, you are invited to send your company profile following the steps described below. If your profile matches our needs, we will contact you for further information.

Application to become a UNICEF supplier

UNICEF is interested in diversifying its supplier base and in finding new suppliers that can provide quality goods at competitive prices. By searching the on-line UNICEF Supply Catalogue, companies can determine if they can supply products that either exactly match, or are similar to the products we procure.
UNGM (2) – Registration details

**UNGM Registration Process**

**Information required for each level of registration**

Most UN organizations require vendors to register at basic level only. Some UN organizations may require vendors to provide documentation and additional information in lieu of qualifying the vendor for registration at Level 1 or 2. The level of registration and accompanying requirements are determined by the monetary value of potential contracts. The system is intuitive and will automatically only allow vendors to register for Level 1 and 2 with UN organizations which make use of these additional qualification levels.

**Basic registration requirements**

1. General information (name of company, licence number, address, telephone, details of contact persons, etc.).
2. Information on countries in which you do business.
3. Classification of your goods and services.

**Level 1 requirements**

4. Criteria 1-3 above.
5. Certificate of incorporation or equivalent document verifying legal status/capacity.
6. Details and email addresses of at least three independent, non-affiliated references whom you have done business with.
7. Names of owner(s) and principals (including parent company, subsidiaries/affiliates, CEO/Managing Director, and those with controlling interests, if applicable). The names of intermediaries, agents and/or consultants (if any) used in relation to United Nations contracts or bids/proposals.

**Level 2 requirements**

8. Criteria 1-7 above.
9. Reference letters from three independent, non-affiliated clients/companies, you have done business with. Reference letters should be in English and from three independent, non-affiliated clients/companies whom you have sold products and/or services to during the last 12 months preferably with a description of project/work undertaken and date started/completed and value of project. Reference letters should be prepared/signed on the referee’s letterhead paper and reference should refer to the entity that is seeking registration.
10. Financial documents (qualified/certified financial statements or equivalent) for the last three years.
UNGM (3) – Subscribe to the Tender Alert Service
For suppliers and service providers

Tender Calendars

This page contains the plans for issuance of tenders by UNICEF DIVISION

Interested eligible suppliers are encouraged to submit:

a) A covering letter expressing their interest in accordance with requirements in each bid plan,

b) Relevant information about their company (company profile).

N.B.: Companies interested in participating in the UNICEF Nations Global Marketplace. Visit the following website:

www.ungm.org

Contract Awards

UNICEF procures commodities from suppliers who have qualified since January 2001. Only contracts at dates listed in the months of September 2006. From 1 October 2006, contracts will be for one year unless otherwise stated.

Documents attached below are in PDF format.

For more information on the UNICEF Supply Committee, please visit:

www.unicef.org/supply

Supplier meetings

UNICEF Supply Division Bidders Conference Ready Made Kit Procurement for Education Items 7-8 November 2017, Copenhagen, Denmark

UNICEF Stakeholder Consultation on Real Time E. coli Testing Devices 22nd November 2016

UNICEF Zika Vaccine and Diagnostics Industry Consultation 11-12 May 2016

11-12 November 2014. UNICEF Industry Consultation on Personal Protective Equipment needs in Ebola response

For information related to previous suppliers meetings please see below links.

Long-Lasting Insecticidal Nets suppliers meetings
Regularly check procurement opportunities

www.unicef.org/supply

www.ungm.org
Other useful tips (1) ...

✓ Keep up-to-date information on your company and its products
✓ Subscribe to the Tender Alert Service to receive automatic email alerts when tenders of your interest are published in UNGM
✓ Check procurement notices in UNGM regularly
✓ Familiarize yourself with the UN Supplier Code of Conduct and with UNICEF’s General Terms and Conditions for the Procurement of Goods and the Contracting of Services
✓ Company profiles should be summarized in one page and presentations should be brief
✓ Respond promptly to an inquiry or to the Request for Proposal from UNICEF
✓ If you are not interested or unable to participate in a tender, inform UNICEF in order to keep your organization on our list of active vendors
Other useful tips (2) …

 ✓ Always respond when invited to submit an offer, even if you should not be in a position to participate, in order to keep your organization on the active list

 ✓ Study tender documents carefully, ask for clarification if there is any uncertainty

 ✓ Ensure that your offer meets ALL requirements, including quality certificates, financial statements, catalogues, submission forms etc., in requested format and language

 ✓ Meet the submission deadline

 ✓ Attend public bid openings when invited

 ✓ … and don’t give up: developing and establishing contacts and business with UN agencies requires the same time as dealing with another new market