UN Procurement

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UN Secretariat Procurement Division
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Principles for UN Procurement

Procurement activities of the UN system are based on the following principles:

- The objectives/needs of the UN Organization
- Fairness, integrity & transparency
- Effective international competition
- Best value for money

These principles cover procurement stages from sourcing to execution of a procurement contract.
The United Nations Secretariat - Area of operation

- UN Peacekeeping Missions
- UN Economic and Social Commissions and OAHs
- International Criminal Tribunal
Procurement Trend of UN/PD 2008-2015

US$ in Millions

2008: 3.172
2009: 3.498
2010: 3.145
2011: 3.174
2012: 2.872
2013: 2.997
2014: 3.207
2015: 3.089
Major Commodities Procured by UN/PD 2015

US$ in Millions

- Air Transportation Services: 585
- Chemical & Petroleum Products: 544
- Food Rations/Catering Services: 446
- Freight Forwarding & Delivery Services: 192
- Architecture, Engineering & Construction: 154
- Telecommunication Equipment & Services: 145
- Rental & Lease: 120
- Computer & Information Technology Related: 113
- Prefabricated Buildings: 100
- Motor Vehicles/Parts & Transportation: 86

<table>
<thead>
<tr>
<th>Year</th>
<th>US$ Millions</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td>$26.1</td>
</tr>
<tr>
<td>2012</td>
<td>$33.3</td>
</tr>
<tr>
<td>2013</td>
<td>$25.1</td>
</tr>
<tr>
<td>2014</td>
<td>$37.4</td>
</tr>
<tr>
<td>2015</td>
<td>$12.4</td>
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</tbody>
</table>
Business Placed with Spanish Suppliers – UN System – 2012-2015
(in US $ Millions)

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount (in US $ Millions)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012</td>
<td>$73.3</td>
</tr>
<tr>
<td>2013</td>
<td>$74.1</td>
</tr>
<tr>
<td>2014</td>
<td>$80.5</td>
</tr>
<tr>
<td>2015</td>
<td>$64.1</td>
</tr>
</tbody>
</table>
2015 Procurement from Spain – UN System

Procurement by UN organizations

- UNDP: 20.62 million USD
- UNPD: 12.48 million USD
- UNICEF: 6.64 million USD
- UNHCR: 5.57 million USD
- WHO: 3.17 million USD
- WFP: 2.57 million USD
- FAO: 1.91 million USD
- WIPO: 1.6 million USD
- UNIDO: 1.38 million USD
- UNWTO: 1.23 million USD
- PAHO: 1.23 million USD
- UNFPA: 1.14 million USD
- UNOPS: 1.01 million USD
- UNESCO: 0.81 million USD
- UN WOMEN: 0.56 million USD
- ILO: 0.37 million USD
- IAEA: 0.35 million USD
- WMG: 0.34 million USD
- UNOV: 0.32 million USD
- ITC: 0.23 million USD
- Other: 0.6 million USD

Goods and services distribution


from 2015 Annual Statistical Report
Challenges
Lots of sand and no water
Delivery time? After the monsoon is over!
Peacekeeping Environment

- Little or no infrastructure
- Limited resources
- Harsh environment
- Dynamic
- Complex operation
- Volatile
Push towards modular solutions

- Easy assembly
- Easy installation and operation
- Rapid deployment
- Mobile
- Light footprint
- Scalable
- Interconnectivity
- **Systems Contracts**

  Utilized when deliverables to be procured are required on a recurring basis over an extended period of time.
Update and Trend for UN/PD

- ITB to RFP for Aviation Requirement
- Inter-agency Cooperation e.g. Vehicles
- Harmonization of Vendor Registration Process
- ERP Implementation and E-Tendering
- ...
4 Steps to get a contract with the UN
UNGM Registration is Mandatory for UN/PD

Welcome to the UNGM

Register

Business Opportunities

www.ungm.org
Identify Relevant Agencies

Annual Statistical Report on United Nations Procurement

General Business Guide

Practical Tips

https://www.ungm.org/Public/KnowledgeCentre/Publications
Useful General Addresses

www.iaea.org  International Atomic Energy Agency
www.iло.org  International Labour Organisation
www.intracen.org  International Trade Centre
www.unesco.org  UN Educational, Scientific and Cultural Organization
www.unfpa.org  UN Populations Fund
www.unhcr.ch  UN High Commissioner for Refugees
www.unicef.org  UN Children’s Fund
www.unido.org  UN Industrial Development Organisation
www.unops.org  UN Office for Project Services
www.undp.org  UN Development Program
www.un.org  UN Secretariat
www.unrwa.org  UN Relief and Works Agency
www.wfp.org  World Food Programme
www.wipo.int  World Intellectual Property Organisation
www.fao.org  Food and Agricultural Organization
www.itu.int  International Telecommunications Union
www.ifad.org  International Fund for Agricultural Development
www.uneca.org  United Nations Economic Commission for Africa
Step 2: Identify business opportunities
Expression of Interest

Welcome on the UNGM - United Nations Global Marketplace

- **REGISTER**
  Submit your company’s details to UN agencies for approval to become a potential supplier. By registering on UNGM you ensure to be in the database that UN buyers use when searching for suppliers.

- **ACCESS BUSINESS OPPORTUNITIES**
  Access online to all tender opportunities published by UN agencies on UNGM as well as contract awards.

- **SUBSCRIBE TO THE TENDER ALERT SERVICE**
  Get business opportunities with the United Nations that match your company’s goods or services delivered directly to your inbox.

www.ungm.org
Expression of Interest

Welcome to the United Nations Procurement Division (UNPD)

Welcome to the United Nations Procurement Division's website. To learn more about us and the many opportunities this site offers please see the key features of each of the above listed options. The menu is specifically designed to meet the increasing demands of Vendors seeking registration and Business Opportunities with the UN. Information about the UN General Conditions of Contract and contract Award is equally available at this site.

New version of UN Procurement Mobile App for iPhone/iPad/iPod launched

The United Nations Procurement Division has launched the new version of its UN Procurement Mobile App for the iOS platform (iPhone/iPad/iPod) which should be available on your iOS device as an application update.

This new version adds access to statistics such as procurement volume by major commodity and top 20 countries. The added functionality will soon be made available to Android and Blackberry users also.

2011 Major Commodities

- Air Transportation Services
- Architecture, Engineering & Construction Related Services
- Chemical & Paints Products
- Food Rations/Catering Services
- General Procurement

www.un.org/depts/ptd
UN Procurement Mobile App

- Real-Time access to business opportunities such as EOIs.
- Procurement Statistics.
- Convenient sharing and contact functionality.
- Mobile access to resources such as the Procurement Manual.

https://market.android.com/details?id=org.UN.PD.MobileApp
| EOIUNMISS11008 | Provision of Inmarsat BGAN and SIM Card Services to UNMISS | Information Technology | 27 April 2015 | 20 May 2015 | Download PDF file |
| EOIUNMIC10982 | Supply and Installation of Road Barriers | Safety & Security | 15 April 2015 | 21 May 2015 | Download PDF file |
| EOIMONTSO11036 | Provision of Tractors (Grass Cutter) to be delivered in Entebbe, Uganda | Vehicles | 07 May 2015 | 21 May 2015 | Download PDF file |
| EOIUNGSC11050 | Provision of Warehouse Equipment and Miscellaneous to UNGSC, Brindisi, Italy | Miscellaneous | 07 May 2015 | 21 May 2015 | Download PDF file |
| EOIUNAMI11043 | Provision of Installation, Maintenance and Repair of X-ray Machines and Walk Through Metal Detectors in UNAMI Premises, BIAP, Iraq | Safety & Security | 03 May 2015 | 22 May 2015 | Download PDF file |
| EOIUM511005 | Provision of an Aero-medical Team (excluding plane) in Bamako, Mali | Safety & Security | 24 April 2015 | 22 May 2015 | Download PDF file |
| EOIUNMIC10979 | Supply and Installation of Blast Resistant Anti-Shatter Film (ASF) | Miscellaneous | 15 April 2015 | 22 May 2015 | Download PDF file |
| EOICP11006 | Interior Construction Services for Flexible Workplace Project in Secretariat Building and 304 E 45th Street Building (FF) at United Nations Headquarters in New York | Construction | 23 April 2015 | 22 May 2015 | Download PDF file |
| EOIUNMISS11039 | Supply and Delivery of HIV PEP Test Kits to UNMISS HIV/AIDS Units | Safety & Security | 06 May 2015 | 22 May 2015 | Download PDF file |
| EOIUNFIL11073 | Request for Expression of Interest for the Provision of SIM Cards for Voice and Data Services: | Communications | 12 May 2015 | 23 May 2015 | Download PDF file |
| EOIUNFICYP11023 | Provision of Mobile GSM Voice, Data and Associated Support Services, including provision of handsets | Communications | 04 May 2015 | 25 May 2015 | Download PDF file |
| EOIUNDGOF11032 | Supply and delivery of various household appliances to UNDOF | Miscellaneous | 12 May 2015 | 25 May 2015 | Download PDF file |
| EOIMONTOA11038 | Provision of Promotional Items for Public Information Campaign, UNFall2013, Gambia | Miscellaneous | 15 May 2015 | 25 May 2015 | Download PDF file |
Example

Title of the EOI:
Provision of an Aero-medical Team (excluding plane) in Bamako, Mali

Date of this EOI: 24 April 2015  Closing Date for Receipt of EOI at PD: 22 May 2015

EOI Number: EOIJM611005

Address EOI response by fax or e-mail for the Attention of: Jonathan Morgan

Fax Number:

E-mail Address: morgan8@un.org

UNSPSC Code: 85101600, 85121600, 85121700

DESCRIPTION OF REQUIREMENTS

The United Nations Multidimensional Integrated Stabilization Mission in Mali (MINUSMA) is seeking services from a qualified Aero Medical Evacuation Team (AMET) service provider, with a proven track record, to support its operational requirements. This service is to be available on a 24/7 “as and when required” basis, based in Bamako, in support of deployed MINUSMA troops, police, civilian staff in Mali and any other authorized personnel into any medical facilities within the country or any other countries authorized by MINUSMA.

The Mission will provide a dedicated plane (and pilot). The vendor would need to provide a minimum service requirement of two (2) Doctors and two (2) nurses and three (3) paramedics. The vendor will also be expected to provide the relevant equipment needed for an air ambulance (stretcher, ventilator, oxygen etc).

The vendor must be able to deploy within a short time frame. The proposed Contract would be for a period of twelve months with two optional extension periods of a further twelve months each.
Example

Title of the EOI:
Long Term Contract for the Provision of Cleaning Services at the UNGSC/UNSB premises in Valencia, Spain

Date of this EOI: 4 May 2015  Closing Date for Receipt of EOI: 25 May 2015

EOI Number: EOIUNGSC11022

Address EOI response by fax or e-mail for the Attention of: Graziella Baldassarre

Fax Number: +39 0831 056034

E-mail Address: unlb-procurement@un.org

UNSPSC Code: 76111500

DESCRIPTION OF REQUIREMENTS

The United Nations Global Service Centre/United Nations Logistics Base (UNSGC/UNLB) requires the services of an appropriately qualified contractor for a Long term Contract (initial 3 year period with two optional 1 year extensions for a maximum 5 year period) for the Provision of Cleaning Sevices at the United Nations Support Base (UNSB) in Valencia, Spain.

The provision of cleaning services includes labour, supervision, materials, Cleaning Supplies (minimum stock of two months of supplies shall be kept at the UNGSC/UNSB such as disinfection, disinfectant, sanitization, antiseptic products) and the relevant Equipment (tools, kits, apparatus, appliances etc., i.e. mop-tanks, waste paper hampers, mops, pails, brooms, window cleaner belts, chamois, squeegees, rags, sponges, power driven floor scrubbing machines, back pack vacuum, high dusting equipment, industrial floor and upholstery vacuum cleaners and all necessary motor trucks) necessary to maintain cleanliness of the Premises which shall not be limited to the following spaces:

- Internal Office Space and Data Center (including cleaning of bathrooms and windows): Approximately 8000 sqmths
# COMPANY INFORMATION

<table>
<thead>
<tr>
<th>UN Global Market Place (UNGM) Vendor ID Number*:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal Company Name (Not trade name or DBA name) *:</td>
</tr>
<tr>
<td>Company Contact *:</td>
</tr>
<tr>
<td>Address *:</td>
</tr>
<tr>
<td>City *:</td>
</tr>
<tr>
<td>Postal Code *:</td>
</tr>
<tr>
<td>Country *:</td>
</tr>
<tr>
<td>Phone Number *:</td>
</tr>
<tr>
<td>Fax Number *:</td>
</tr>
<tr>
<td>Email Address *:</td>
</tr>
<tr>
<td>Company Website:</td>
</tr>
</tbody>
</table>

We declare that our company fully meets the prerequisites A, B, C, D, E and F, for eligibility to register with the United Nations as outlined in the paragraph 1 of the EOI INSTRUCTIONS page.

Signature: ____________________________  Date: ________________

Name and Title: ____________________________
Step 3: Prepare a good proposal
Thresholds/Award for types of solicitation

- Up to [40,000 USD]
  Local, informal, simplified acquisition procedure
  Requests for Quotation (RFQ)

- Above [40,000 USD]
  Invitation to Bid (ITB) and Request for Proposal (RFP)
  Open and formal: advertised (on the web) generally larger shortlist
  (minimum 6 potential bidders)
  Public bid opening
ITB

- Standard and clear specs
- Over USD 40,000
- FR105.15(a): Qualified bidder with lowest cost
- Examples:
  - Body armour
  - Helmets
  - Metal detectors
RFP

- Goods and Services that cannot be quantitatively or qualitatively Expressed in sufficient detail.
  - Over USD 40,000
  - FR105.15(b): qualified proposer with the most responsive proposal
- Examples:
  - Any turnkey Contract
  - Construction
  - Consultancies
Step 4: If unsuccessful, ask for a debrief
Summary

- The UN is a complex system of many independent customers

- Business opportunities are poured into [www.ungm.org](http://www.ungm.org)

- Vendors should be proactive when looking for business opportunities at the various sites

- It is important to know the differences between an ITB and an RFP in order to put together a proposal successfully
Any Questions?