

**REQUEST FOR EXPRESSION OF INTEREST (EOI)**

This notice is placed on behalf of ONUCI. United Nations Procurement Division (UNPD) cannot provide any warranty, expressed or implied, as to the accuracy, reliability or completeness of contents of furnished information; and is unable to answer any enquiries regarding this EOI. You are therefore requested to direct all your queries to Côte d'Ivoire using the fax number or e-mail address provided below.

**Title of the EOI:**

Fourniture de Services de Nettoyage des Tentés de l'ONUICI en Côte d'Ivoire

**Date of this EOI:** 31 Mars 2015**Closing Date for Receipt of EOI:** 14 Avril 2015**EOI Number:** PROC/EOI /2015/032**Address EOI response by fax or e-mail for the Attention of:** Chef Du Service Des Achats, ONUCI**Fax Number:** +225 20 23 50 59**E-mail Address:** ahizankouakou@un.org/jingo@un.org**UNSPSC Code:** 7600000**DESCRIPTION OF REQUIREMENTS**

Dans le cadre d'un appel d'offre que le Service des Achats et passation de marché lancera dans les prochains jours en vue de l'attribution d'un bon de commande, l'Opération des Nations Unies en Côte d'Ivoire (ONUICI) cherche à identifier d'éventuelles sociétés / entreprises spécialisées dans la Fourniture de Services de Nettoyage des Tentés.

### SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

Les sociétés/entreprises intéressées à participer à cette manifestation d'intérêt doivent remplir le formulaire de ladite manifestation d'intérêt (voir le site de l'ONUCI ci-dessous), puis fournir les documents ci-dessous :

- Un registre de commerce
- Une attestation de bonne exécution pour une livraison similaire
- le numéro (obligatoire) d'enregistrement du portail commun des marchés de l'ONU « UNGM ».

NB : Les Sociétés ou Entreprises qui n'auraient pas finalisé leur enregistrement sur UNGM, et qui ne figureraient pas dans la liste des fournisseurs des Nations Unies (UNGM) ne feront pas partir de la liste des soumissionnaires à l'appel d'offre que l'ONUCI lancera.

Veillez noter que cette Demande d'Expression d'Intérêt ne constitue pas une Demande de Proposition. L'ONUCI se réserve le droit de changer ou d'annuler ces exigences à tout moment pendant le processus de la demande d'Expression d'Intérêt et/ou du marché. Ainsi, soumettant une réponse à cette demande d'expression d'intérêt ne garantit pas que l'on considérera automatiquement votre société pour recevoir le dossier d'appel d'offre.

De plus amples informations et spécifications techniques seront fournies dans le dossier d'appel d'offre. L'ONUCI invite par la présente toute Entreprise intéressée à participer à cette déclaration d'intérêt à visiter son site web : <http://www.onuci.org>;

- (1) Cliquer sur Emploi/Achats ensuite cliqué sur Achats
- (2) cliquer sur Services de Nettoyage des Tentes de l'ONUCI en Côte d'Ivoire
- (3) ouvrir, imprimer et remplir le formulaire de Déclaration d'Intérêt

Les manifestations d'intérêt (dument remplies) peuvent être envoyées au plus tard le 14 Avril 2015 par courrier, par télécopie, ou sous plis fermés à l'adresse suivante :

Service des Achats  
ONUCI, Sebroko Quartier Général  
Boulevard de la Paix, Attécoubé Sebroko  
Bureau des Achats  
Attn. AHIZAN Kouakou, K-Block, porte 117

### NOTE

Information on tendering for the UN Procurement System is **available free of charge** at the following address: <https://www.ungm.org/Public/Notice>

Only the United Nations Global Marketplace (UNGM) has been authorised to collect a nominal fee from vendors that wish to receive automatically Procurement Notices or Expressions Of Interest. Vendors interested in this Tender Alert Service are invited to subscribe on <http://www.ungm.org>

***Vendors interested in participating in the planned solicitation process should complete the Vendor Response Form of this EOI and send it via fax or email to Côte d'Ivoire (ONUCI) before the closing date set forth above.***

# VENDOR RESPONSE FORM

**TO:** Chef Du Service Des Achats, ONUCI

**EOI Number:** PROC/EOI /2015/032

**FAX:** +225 20 23 50 59

**FROM:**

**SUBJECT:** Fourniture de Services de Nettoyage des Tentes de l'ONU CI en Côte d'Ivoire

## NOTICE

- Companies can only participate in solicitations of the UN Secretariat after completing their registration (free of charge) at the United Nations Global Marketplace ([www.ungm.org](http://www.ungm.org)).
- As you express interest in the planned solicitation by submitting this response form, please verify and ensure that your company is registered under its **full legal** name with the **UN Secretariat** on the United Nations Global Marketplace ([www.ungm.org](http://www.ungm.org)).
- We strongly recommend all companies to register at least at **Level 1** under the United Nations Secretariat prior to participating in any solicitations.

*To be completed by the Vendor (All fields marked with an "\*" are mandatory)*

## COMPANY INFORMATION

**UN Global Market Place (UNGM) Vendor ID Number\*:**

**Legal Company Name** (Not trade name or DBA name) \*:

**Company Contact \*:**

**Address \*:**

**City \*:**

**State :**

**Postal Code \* :**

**Country \*:**

**Phone Number \*:**

**Fax Number \*:**

**Email Address \*:**

**Company Website:**

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 : \_\_\_\_\_

## EOI INSTRUCTIONS

### 1) Registering as a Vendor with the United Nations

Vendors interested in fulfilling the requirement described above must be registered at the UN Global Marketplace ([www.ungm.org](http://www.ungm.org)) with the UN Secretariat in order to be eligible to participate in any solicitation. Information on the registration process can be found at <http://www.un.org/Depts/ptd>.

#### Prerequisites for Eligibility

In order to be eligible for UN registration, you must declare that:

- A. Your company (as well as any parent, subsidiary or affiliate companies) is not listed in, or associated with a company or individual listed in:
  - I. the Compendium of United Nations Security Council Sanctions Lists ([http://www.un.org/sc/committees/list\\_compend.shtml](http://www.un.org/sc/committees/list_compend.shtml)), or
  - II. the IIC Oil for Food List website or, if listed on either, this has been disclosed to the United Nations Procurement Division in writing.
- B. Your company (as well as any parent, subsidiary or affiliate companies) is not currently removed or suspended by the United Nations or any other UN organisation (including the World Bank);
- C. Your company (as well as any parent, subsidiary or affiliate companies) is not under formal investigation, nor have been sanctioned within the preceding three (3) years, by any national authority of a United Nations Member State for engaging or having engaged in proscribed practices, including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice;
- D. Your company has not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against your company that could impair your company's operations in the foreseeable future;
- E. Your company does not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with the Vendor in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15).
- F. Your company undertakes not to engage in proscribed practices (including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice), with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN.

**For Registered Vendors:** Vendors already registered at the UN Global Marketplace with the UN Secretariat must ensure that the information and documentation (e.g. financial statements, address, contact name, etc.) provided in connection with their registration are up to date in UNGM. Please verify and ensure that your company is registered under its full legal name.

**For Vendors Interested in Registration:** Vendors not yet registered should apply for registration on the United Nations Global Marketplace (<http://www.ungm.org>); information on the registration process can be found at <http://www.un.org/Depts/ptd>. Vendors must complete the registration process prior to the closing date of the REOI. Vendors who have not completed the UNGM registration process with the UN Secretariat before the closing date of the REOI are not considered eligible to participate in solicitations of the UN Secretariat. We strongly recommend all companies to register at least at Level 1 under the UN Secretariat prior to participating in any solicitations.

**IMPORTANT NOTICE: Any false, incomplete or defective vendor registration may result in the rejection of the application or cancellation of an already existing registration.**

### 2) EOI Process

Vendors interested in participating in the planned solicitation process should forward their expression of interest (EOI) to Côte d'Ivoire (ONUCI) by the closing date set forth in this EOI. *Due to the high volume of communications ONUCI is not in a position to issue confirmation of receipt of EOIs.*

Please note that no further details of the planned solicitation can be made available to the vendors prior to issuance of the solicitation documents.

This EOI is issued subject to the conditions contained in the EOI introductory page on the UNPD Website indicated above.