

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

This notice is placed on behalf of UNFICYP. 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 UNFICYP using the fax number provided below.

**Title of the EOI:**

Provision of Right Hand Drive Rental Vehicles to UNFICYP

**Date of this EOI:** 16 September 2009**Closing Date for Receipt of EOI :** 31 December 2009**EOI Number:** EOIUNFICYP5055**E-mail Address:** unficyp-procurement@un.org**Address EOI response by fax for the Attention of:** Chantal Maille, Cpo**Fax Number:** +357 22 614493**UNCCS Code:** 691700**DESCRIPTION OF REQUIREMENTS**

1. The United Nations Peacekeeping Force in Cyprus (UNFICYP) will solicit proposals in 2010 from qualified vendors for the provision, by one contractor, of approximately 204 Right Hand Drive Rental Vehicles to UNFICYP.
2. The contract will be for a three (3) year period with an option for renewal for two (2) additional years.
3. Please note that this is not an invitation for submission of a proposal/offer. This is a request for expressions of interest (EOI), in order to identify qualified vendors interested in participating in the solicitation.
4. Interested Companies must provide the Completed Vendor Response Form (attached);
5. UNFICYP will examine the outcome of this EOI and reserves the right in selecting the invitees for the competitive bidding and mere expressing an interest would not automatically warrant participation in the competitive bidding exercise.
6. UNFICYP requests your response to this EOI no later than 31 December 2009. All correspondence should be sent to the attention of Chief Procurement Officer to fax +357 22 614493 or by email to: unficyp-procurement@un.org

**SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)**

**NOTE**

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

Only the United Nations Global Marketplace (UNGM) has been authorized to collect a nominal fee from vendors that wish to receive automatically Procurement Notices or Expression Of Interest. Please subscribe to <http://www.ungm.org/Registration/Login.aspx>

***Vendors interested in participating in the planned solicitation process should complete the Vendor Response Form of this EOI and fax it to UNFICYP before the closing date set forth above***

# VENDOR RESPONSE FORM

EOI Number: EOIUNFICYP5055

TO: Chantal Maille, Cpo

FAX: +357 22 614493

FROM:

SUBJECT: Provision of Right Hand Drive Rental Vehicles to UNFICYP

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

## COMPANY INFORMATION

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

Company Name\*:

Company Contact\*:

Address\*:

City\*:

Country\*:

Telephone Number\*:

Fax Number\*:

Email Address:

Company Website:

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name and Title: \_\_\_\_\_

**\*\* If not already registered with UNGM, please use the following URL to register at United Nations Global Marketplace (UNGM): [www.unqm.org](http://www.unqm.org). Registration at UNGM is free and mandatory for responding to this EOI. The following information is available about the registration process.**

## EOI INSTRUCTIONS

### 1) **Registering as a Vendor with UNGM**

Vendors interested in fulfilling the requirement described above must be registered with UNGM and may wish to visit [www.ungm.org](http://www.ungm.org) for full registration information in order to be eligible to participate in any solicitation. Information on the registration process can be obtained from the Mission concerned.

#### **Prerequisites for Eligibility**

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

- A. Your company (both parent and/or subsidiaries, if applicable) is not on, or associated with a company or individual on The 1267 List website ([www.un.org/sc/committees/1267/consolist.shtml](http://www.un.org/sc/committees/1267/consolist.shtml)) and is not on the IIC Oil for Food List website ([www.iic-offp.org](http://www.iic-offp.org)).
- B. Your company (both parent and/or subsidiaries, if applicable) is not currently removed, invalidated or suspended by the UN Headquarters, field missions or other UN organizations (including the World Bank) and is not under investigation by a government or UN Member State.
- C. You have no outstanding bankruptcy, judgment or pending legal action that could impair operating as a *going concern*.
- D. You currently do not employ, or anticipate employing, any person(s) who is or was recently employed by the UN (in accordance with ST/SGB/2006/15, post-employment restrictions ([www.un.org/depts/ptd/pdf/conduct\\_english.pdf](http://www.un.org/depts/ptd/pdf/conduct_english.pdf))).
- E. Your subsidiaries, agents, intermediaries and principals agree to cooperate with the United Nations Office of Internal Oversight Service during any investigative processes undertaken by them, either before during or after execution of a contract, including providing all required documents, company records, access to employees, officers and staff, as well as financial information.

**For Registered Vendors:** Vendors already registered 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.

**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 UNFICYP by the closing date set forth in this EOI. *Due to the high volume of communications UNFICYP 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.