



United Nations Disengagement Observer Force (UNDOF)  
Golan Heights

## REQUEST FOR EXPRESSION OF INTEREST (EOI)

This notice is placed on behalf of United Nations Disengagement Observer Force (UNDOF). 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 UNDOF using the fax number provided below.

**Title of the EOI:**

PROVISION OF CUSTOMS CLEARING AND FREIGHT FORWARDING SERVICES TO UNDOF IN ISRAEL.

**Date of this EOI:** 19 October 2009**Closing Date for Receipt of EOI :** 2 November 2009**EOI Number:** EOIUNDOF5189**E-mail Address:** undof-procurement@un.org**Address EOI response by fax for the Attention of:** Chief Procurement Officer**Fax Number:** +972 4 686 6040 or +1 212 963 9930**UNCCS Code:** 712100 – FREIGHT FORWARDING & CUSTOMS CLEARANCE

### DESCRIPTION OF REQUIREMENTS

1.0 United Nations Disengagement Observer Force (UNDOF) intends to solicit proposals for the provision of customs clearing and freight forwarding services to UNDOF at Camp Ziouani, Golan Heights, Israel. The services would be provided for all incoming/outgoing shipments to and from all ports in Israel and UNDOF Annex Headquarters in Camp Ziouani. For this purpose, UNDOF will undertake a competitive bidding exercise shortly, accordingly would issue Requests for Proposal (RFP) to those companies that would express their interest and provide initial relevant information as to their ability to fulfil UNDOF's requirement.

2.0 In this regard, we would like to identify companies that would be interested to participate in the competitive bidding, and if so, please provide all relevant information including complete company details and experience profile (services description, services amount and contracting governmental or commercial organization/entity). In addition, submit a fully completed UNDOF Vendor Registration Form. To obtain this Form, please contact us via Fax No. +972-4-686 9040 or by e-mail to UNDOF-Procurement@un.org. Please note, this is not an invitation for submission of a price proposal.

3.0 UNDOF will examine the outcome of this Request for Expression of Interest and will consider inviting those vendors that have expressed their interest providing the required information and/or retain in the vendor roster for future solicitations, if any. UNDOF reserves the right in selecting the invitees for the competitive bidding and mere expressing an interest would not automatically warrant for RFP document.

4.0 We request you to respond to this Request for Expression of Interest no later than Monday, 02 November 2009. All correspondence should be sent to the attention of Chief Procurement Officer to Fax No. +972-4-686 9040 or by e-mail to UNDOF-Procurement@un.org.

### SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

Licensed by Israeli Customs Authority & FIATA / IATA Membership.

### 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 UNITED NATIONS DISENGAGEMENT OBSERVER FORCE (UNDOF) before the closing date set forth above***

# VENDOR RESPONSE FORM

EOI Number: EOIUNDOF5189

TO: Chief Procurement Officer

FAX: +972 4 686 6040 or +1 212 963 9930

FROM:

SUBJECT: PROVISION OF CUSTOMS CLEARING AND FREIGHT FORWARDING SERVICES TO UNDOF IN ISRAEL.

*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 United Nations **Disengagement Observer Force (UNDOF)** by the closing date set forth in this EOI. *Due to the high volume of communications United Nations Disengagement Observer Force (UNDOF) 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.