



INTERNATIONAL CIVIL AVIATION ORGANIZATION

A United Nations Specialized Agency

Project UNP/12/801

Assistance to the United Nations Secretariat for the transition of solicitation process from an ITB to RFP for air charter services

Air Conference

New York 17 April 2015

Project Main Milestones



- Start of project activities in June 2012.
- Development of draft template SOW, evaluation criteria, and cost model proposal in collaboration with DFS and PD, including feedback from vendors (December 2013).
- Recommendations on fuel monitoring (2014).
- Assistance in the preparation of pilot SOW and evaluation criteria (2014).

ICAO Support



- Recruitment and deployment of 6 experts in various fields for short-term assignments over the life of the project.
- Provision of technical advice and recommendations covering: SOW, evaluation matrix, price model, contractual clauses, fuel monitoring, and benchmarking.

Driving principles (ICAO perspective)



- Ensure Aviation safety remains a top consideration
- Align UN practice closer to air charter industry practices:
 - Cost model
 - Contract terms and conditions
- Allow for needs based tendering

Recommendations



- Incorporate lessons learned to further enhance RFP documents (i.e. SOW, matrix, cost model)
- UN review on internal requirements for transition
- Review/revision of Vendor Registration & of Standard Air Charter Agreement/General Conditions