



## MONUSCO

Congo, the democratic republic of the

## REQUEST FOR EXPRESSION OF INTEREST (EOI)

This notice is placed on behalf of MONUSCO. 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 MONUSCO using the fax number or e-mail address provided below.

**Title of the EOI:**

Provision of Workshop Equipment and Tools

**Date of this EOI:** 16 January 2019**Closing Date for Receipt of EOI:** 31 January 2019**EOI Number:** EOIMONUSCO15933**Address EOI response by fax or e-mail to the Attention of:** Oic Procurement Section**Fax Number:** N/A**E-mail Address:** monusco-procurement@un.org, freddy1@un.org**UNSPSC Code:** 25191700, 25191800

### DESCRIPTION OF REQUIREMENTS

#### REQUEST FOR EXPRESSION OF INTEREST

1. The United Nations Organization Stabilization Mission in the Democratic Republic of the Congo ("MONUSCO"), seeks Expressions of Interest (EOI) from duly registered and licensed companies for the Provision of Workshop Equipment and Tools to Monusco .The above mentionned goods are required in Goma DRC.
2. MONUSCO intends to undertake a competitive bidding exercise and accordingly intends to issue a Interest to Bid (ITB) to those companies who would express their interest and provide initial relevant information demonstrating their ability to fulfill MONUSCO requirements. In addition, the interested companies will be requested to complete UN Vendor registration for level 2 on the vendor database accessible on ungm.org (new vendors only).
3. The EOI should specify brief relevant information about the company including the company's profile, capacity/capability and experience.
4. Please note that this request for EOI is not an invitation for submission of a bid.
5. MONUSCO reserves the right in selecting the invitees for the competitive bidding based on substantial and proven records of performance in the subject field of activities and submission of an EOI would not automatically warrant receipt of the ITB documents. MONUSCO reserves the right to reject EOIs received after the deadline indicated below.

6. The expressions of interest may be submitted by email to monusco-procurement@un.org, cc freddy1@un.org or else by facsimile (see below), hand-delivery or courier, clearly marked with the inscription "EOI - Provision of Workshop Equipment and Tools to Monusco not later than 31 January 2019 2018 , 15:00 hours Goma time (GMT +2).

Chief Procurement Officer  
MONUSCO  
Av, de la Corniche , Goma  
monusco-procurement@un.org , cc: freddy1@un.org

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

1. Interested vendors must complete and submit Vendor Response Form (page 5-6) of this document by email indicating the EOI number in the subject. Vendor Response Form must be completed in full. MONUSCO reserves the right to reject Expressions of Interest documents that are incomplete or are received after the stated deadline.

2. At this stage, please do not submit any additional information and no questions will be answered.

3. For any question related to UN vendor registration, please follow the instructions below or contact at register@un.org

NOTE: Your response must be submitted not later than 15:00 hours Goma, DRC time (GMT+2) on the stated deadline date. Vendors are requested to indicate their UNGM registration number in the below Vendor Response Form if already registered as a vendor with the UN; if not already registered, companies may still respond to the EOI but must complete the registration process on the United Nations Global Marketplace (UNGM) identifying 'UN Secretariat' as a selected agency (<http://www.ungm.org>). MONUSCO reserves the right to change or cancel the requirement at any time during the EOI and/or solicitation process. Thus, submitting a reply to this REOI does not automatically guarantee that a vendor will be considered for receipt of the solicitation when issued.

Thank you for your interest

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**DEMANDE DE MANIFESTATION D'INTERET**

1. La Mission de l'Organisation des Nations Unies pour la stabilisation en République démocratique du Congo (MONUSCO) sollicite des manifestations d'intérêt auprès de sociétés dûment enregistrées et agréées pour la fourniture des Equipements et outils d'atelier à la Monusco-Goma .

2. La MONUSCO lancera sous peu un appel d'offres et entend par conséquent émettre un intérêt à soumissionner aux entreprises qui exprimeraient leur intérêt et fourniraient des informations pertinentes initiales démontrant leur capacité à satisfaire aux exigences de la MONUSCO. En outre, les entreprises intéressées seront invitées à remplir l'inscription du fournisseur de l'ONU pour le niveau 1 sur la base de données des fournisseurs accessible sur ungm.org (nouveaux fournisseurs seulement).

3. La déclaration d'intérêt devrait préciser de brèves informations pertinentes sur l'entreprise, y compris le profil de l'entreprise, sa capacité / capacité et son expérience.

4. Veuillez noter que cette demande d'EOI n'est pas une invitation à soumettre une offre.

5. La MONUSCO se réserve le droit de sélectionner les invités pour l'appel d'offres sur la base d'enregistrements de performance substantiels et prouvés dans le domaine d'activité et la soumission d'une déclaration d'intérêt ne justifierait pas automatiquement la réception des documents de la DP. La MONUSCO se réserve le droit de rejeter les manifestations d'intérêt reçues après la date limite indiquée ci-dessous.

6. Les manifestations d'intérêt peuvent être envoyées par courrier électronique à [monusco-procurement@un.org](mailto:monusco-procurement@un.org), cc [freddy1@un.org](mailto:freddy1@un.org) ou par télécopie (voir ci-dessous), remise en mains propres ou par messagerie, avec l'inscription «EOI - Fourniture des Equipements et outils d'atelier à la Monusco-Goma RDC >> et adressée comme suit à recevoir au plus tard le 31 Janvier 2019, 15h00 heure de Goma (GMT + 2).

REMARQUE: Votre réponse doit être soumise au plus tard à 15 heures, heure de Goma, DRC (GMT + 2) à la date limite fixée. Les fournisseurs sont priés d'indiquer leur numéro d'enregistrement UNGM dans le Formulaire de réponse du vendeur ci-dessous, s'il est déjà enregistré comme fournisseur auprès de l'ONU; Si ce n'est déjà enregistré, les entreprises peuvent encore répondre à l'EOI mais doivent compléter le processus d'inscription sur le marché mondial des Nations Unies (UNGM) en identifiant le «Secrétariat de l'ONU» en tant qu'organisme sélectionné (<http://www.ungm.org>). MONUSCO se réserve le droit de modifier ou d'annuler l'exigence à tout moment pendant l'EOI et / ou le processus de sollicitation. Ainsi, la soumission d'une réponse à cette REOI ne garantit pas automatiquement qu'un vendeur sera pris en considération pour la réception de la sollicitation lors de sa délivrance.

Merci pour ton intérêt

#### 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 Requests for Expression 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/submit the Vendor Response Form of this EOI either electronically (through the link available on the next page) or send it via fax or e-mail to MONUSCO (MONUSCO) before the closing date set forth above.***

# VENDOR RESPONSE FORM

**TO:** Oic Procurement Section **EOI Number:** EOIMONUSCO15933  
**Email:** monusco-procurement@un.org, freddy1@un.org  
**FAX:** N/A  
**FROM:**  
**SUBJECT:** Provision of Workshop Equipment and Tools

## 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 that your company is registered under its **full legal** name on the United Nations Global Marketplace ([www.ungm.org](http://www.ungm.org)) and that your application has been submitted to the UN Secretariat.
- We strongly recommend all companies to register at least at **Level 1** under the United Nations Secretariat prior to participating in any solicitations.

**PLEASE NOTE: You can express your interest to this REOI by filling out this form manually or electronically (recommended) at:**

<https://www.un.org/Depts/ptd/node/add/interest-expressed?EOI=EOIMONUSCO15933>

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

## COMPANY INFORMATION

**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 <https://www.un.org/Depts/ptd/vendors>.

#### **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 (<https://www.un.org/sc/suborg/en/sanctions/un-sc-consolidated-list>), 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 <https://www.un.org/Depts/ptd/vendors>. 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 MONUSCO (MONUSCO) by the closing date set forth in this EOI. *Due to the high volume of communications MONUSCO 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 available at <https://www.un.org/Depts/ptd/eoi>.