



United Nations Office at Nairobi  
Kenya

## REQUEST FOR EXPRESSION OF INTEREST (EOI)

This notice is placed on behalf of UNON. 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 United Nations Office at Nairobi using the fax number or e-mail address provided below.

**Title of the EOI:**

Disposal of PCB oils contained in transformers and disposal of capacitors containing PCB in Southern Africa

**Date of this EOI:** 9 July 2019

**Closing Date for Receipt of EOI:** 30 July 2019

**EOI Number:** EOIUNON16529

**Address EOI response by fax or e-mail to the Attention of:** George Macharia

**Fax Number:** N/A

**E-mail Address:** george.macharia@un.org, adeline.singoei@un.org

**UNSPSC Code:** 76121900, 78140000

### DESCRIPTION OF REQUIREMENTS

The United Nations Office at Nairobi (UNON) on behalf of UN Environment Programme invites qualified Firms to participate in a prequalification process for the upcoming competitive tender process for Overseas PCB Safeguarding, Transport and Disposal Services for African Chemobs.

#### Background:

1. With the objective of assisting countries with their obligations set out under the Stockholm Convention, a project is being implemented in the SADC region for the safeguarding and disposal of PCB contaminated oil and equipment. A recent inventory conducted as part of project activities has given the following indicative quantities of PCB contaminated oil and equipment across the region: 99258 kg of oil contaminated with >50ppm PCB, equipment contaminated >2000ppm PCB, total quantity for disposal 608,850 kg and 90 transformers with the potential for refilling. Of this inventory, 451,255 kg is comprised of 7,289 capacitors situated at the Cabora Bassa Hydroelectrical generating facility in Mozambique. The countries where the equipment and oil are located are Botswana, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Seychelles, Eswatini, Tanzania, Zambia and Zimbabwe. It is proposed that as part of safeguarding and disposal activities a Contractor will conduct training in safeguarding of PCB contaminated oil and equipment and refilling activities as necessary.

The eventual Contractor will then visit each country to supervise safeguarding and loading activities conducted by national teams following which the eventual Contractor will then arrange safe transport and disposal according to the Basel and Stockholm Conventions and other relevant national and international law.

## 2. OBJECTIVE

The primary objective is the training, supervision of safeguarding, loading and transport and international disposal by an environmentally sound method of a total of an approximate total of 608 metric tonnes of PCB contaminated oils and equipment.

## 3. SERVICES TO BE PROVIDED

The following services are to be provided:

- Provision of personnel with requisite experience in safeguarding, loading, stowage and transport of hazardous wastes, including PCB contaminated oil and equipment
- Procurement and provision of necessary materials and equipment
- Health, Safety and Environmental planning and execution
- Training of national safeguarding teams in PCB equipment safeguarding and retrofilling using best environment practise
- Provision of ISO shipping containers
- Supervision of repackaging and labelling of wastes according to IMDG using UN specified containers
- Supervision of loading and stowage of repacked wastes according to IMDG /ADR using necessary spillage containment
- Transport of shipping containers to disposal facility
- Disposal of wastes using an environmentally sound method at a registered facility overseas

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

The purpose of this EOI is to pre-qualify potential vendors who will be invited to participate in the upcoming tender exercise. Below is the criteria that will be used to pre-qualify the Vendors:

- i.Vendors to demonstrate experience in waste disposal services of more than 1000 Metric Tonnes of waste per year
- ii.Vendors to demonstrate experience of POPs waste destruction of more than 750 Metric Tonnes per year
- iii.Vendors to demonstrate experience of on-site operations in the last 5 years (for an international organisation) of more than 750 Metric Tonnes of waste per year
- iv.Vendors to provide a minimum of 3 contract details of previous works in a developing or country with an economy in transition in the last 5 years.

An updated inventory with final quantities will be issued together with the request for proposals.

Pre-qualification documents should be submitted to the following email address: [unon-procurementrfx@un.org](mailto:unon-procurementrfx@un.org), with a copy to [george.macharia@un.org](mailto:george.macharia@un.org). Only those vendors who meet the above criteria will be pre-qualified and invited to participate in the tender exercise.

Vendors must be registered and accepted at Level 1 under the United Nations Secretariat in United Nations Global Marketplace ([www.ungm.org](http://www.ungm.org)). See the Vendor Response Form of this EOI for additional instructions.

UNON reserves the right to change or cancel the requirement of this EOI at any time during the EOI and/or solicitation process. Thus, submitting a reply to this EOI does not automatically guarantee your company will be considered for receipt of the solicitation when issued. Only Vendors which in UN's sole discretion are deemed eligible and qualified upon completion of an objective evaluation of their EOI submissions may receive the final tender solicitation document

### **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 United Nations Office at Nairobi (UNON) before the closing date set forth above.***

# VENDOR RESPONSE FORM

**TO:** George Macharia **EOI Number:** EOIUNON16529  
**Email:** george.macharia@un.org, adeline.singoei@un.org  
**FAX:** N/A  
**FROM:**

**SUBJECT:** Disposal of PCB oils contained in transformers and disposal of capacitors containing PCB in Southern Africa

## 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=EOIUNON16529>

*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 United Nations Office at Nairobi (UNON) by the closing date set forth in this EOI. *Due to the high volume of communications UNON 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>.