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 using the fax number or e-mail address provided below.

Title of the EOI:
PROVISION OF RENOVATION SERVICES FOR BLOCK X BASEMENT AT UNON.

Date of this EOI: 26 July 2019  Closing Date for Receipt of EOI: 15 August 2019

EOI Number: EOIUNON16582

Address EOI response by fax or e-mail to the Attention of:
Fax Number:
E-mail Address: unon-procurement-rfx@un.org
UNSPSC Code: 72121103, 72000000, 72121100, 72120000

DESCRIPTION OF REQUIREMENTS

The United Nations Office at Nairobi (UNON) invites qualified firms to submit an Expression of Interest (EOI) to participate in the upcoming competitive bidding exercise for the provision of the renovation services of a roughly 800 sqm. basement floor at the UN Gigiri Complex.

The renovation services shall involve, but not limited to, demolition, glazing, plumbing, painting, bathroom fittings, lighting, flooring, ceiling, finishes and electrical works.
SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

PRE-QUALIFICATION CRITERIA:

Only those vendors meeting the following pre-qualification criteria will be invited to participate in the anticipated tender exercise.

1. Vendor to demonstrate experience in general construction and renovation by providing a minimum of 3 (Three) renovation projects completed in the last ten years that are comparable in size and scope to the UNON requirement.

For each project vendor must provide the following:

- Description of Project, clearly specifying the nature of work undertaken.
- Size of project undertaken in SQM.
- The start and completion dates of the project.
- Name and contact details of client including Physical Address, Point of Contact, Telephone Contact and E-Mail Address.
- Reference letters or completion certificates certifying successful completion of the projects listed.

2. Vendor must submit evidence of a valid license or permit to conduct construction services in Kenya or MUST certify in writing that they will obtain a valid licence or permit to conduct construction business in Kenya within 30 (Thirty) days within commencement of contract.

In this regard, interested vendors are required to respond in writing to the above pre-qualification criteria along with the signed vendor forms which should be submitted to the following email address: unon-procurement-rfx@un.org.

IMPORTANT:

Please note that this RFO is not an invitation for submission of tenders. Its purpose is to identify companies that would be interested and eligible to participate in the solicitation when issued. Companies interested in providing the above services should submit a completed Vendor Response Form. UNON will examine the outcome of this request for EOI and will consider those companies that have expressed their interest providing the required information as to their ability to fulfill the requirement. UNON 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 Request for EOI does not automatically

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 (UNON) before the closing date set forth above.

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
TO: unon-procurement-rfx@un.org

FROM:

SUBJECT: PROVISION OF RENOVATION SERVICES FOR BLOCK X BASEMENT AT UNON.

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).
- 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) 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=EOIUNON16582

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](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:
   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 of 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'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](http://www.ungm.org)); information on the registration process can be found at [https://www.un.org/Depts/ptd/vendors](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 (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/ptd/eoi](https://www.un.org/Depts/ptd/ptd/eoi).