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

Title of the EOI:
PROVISION OF CONSTRUCTION WORKS FOR THE RESTORATION OF MICROBUS STATION, EAST OF ALEPPO, SYRIA

Date of this EOI: 2 August 2019
Closing Date for Receipt of EOI: 19 August 2019

EOI Number: EOIUNON16609

Address EOI response by fax or e-mail to the Attention of: Zahra Hussein

Fax Number:

E-mail Address: zahra.hussein@un.org, unon-procurement-rfx@un.org

UNSPSC Code: 72000000

DESCRIPTION OF REQUIREMENTS

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The United Nations Office at Nairobi (UNON) on behalf of UN-Habitat (Syria) is seeking Expressions of Interest (EOI) from competent and qualified companies for the restoration of microbus station in Aleppo, Syria.

Background:
The proposed Project activities were identified and prioritised by the Municipalities participating in the Municipality Technical Office Support programme (MTOS). UN Habitat provided technical support to this local planning and engagement process. The activities form part of a wholistic urban-area based to restore basic functionality to critical infrastructure to benefit all residents of the area, both displaced and original residents, and to restore the functionality of microbus station located in the eastern area of Aleppo city which enables to connect the eastern and western parts of Aleppo city with rural Aleppo. All the planned activities directly respond to the needs identified in the the approved municipality plans.

The following are the main services to be provided:

1. Rehabilitation of microbus station building.
2. Rehabilitation of waiting Hall for passengers and shops.
3. Rehabilitation and organizing the parking area of the microbus station to allow restoration of traffic service of the station which benefit the population heading to Eastern Aleppo and departing to rural Aleppo.
The works will be implemented under UN-Habitat Support to Restoration of Minimal Functionality of Infrastructure in Urban Areas in Syria program. This project is being managed by UN Habitat Syria Office, and executed through engagement of private sector contractors. This projects represents one implementation component of the UN-Habitat - Municipality Technical Office Support Program, therefore takes place in close collaboration with the respective municipal departments.

Additional details, specifications and terms of reference shall be provided in the tender document to be issued subsequent to this EOI.

### 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. In consideration of the criticality of the project, UN-Habita shall undertake a mandatory prequalification exercise to establish a list of prequalified bidders for potential inclusion in the tender invitee list. To be considered for the tender stage, interested Contractors must submit sufficient detail responses to the basic criteria listed below, along with the EOI response form. Failure to submit the required details per criterion with documentary evidence may be prejudicial to a Contractor's eligibility to participate in the subsequent related tender exercise, at the UN's sole discretion.

Below are the criteria that will be used to pre-qualify the Vendors:

1. **Organizational Profile:**
   - Legal status and registration details
   - History (date of establishment, number of years in existence,)
   - Details of constituency and details of partnerships (internal, external, membership of networks)
   - Details on the organizations' status in regards of Syrian institutional approvals / endorsement on type, scope, geographical range and outreach of programs and activities
   - Total annual budget (in Syria)
   - Statement of the company's competencies
   - Statement that the organization is not suspended, nor debarred, nor otherwise identified as ineligible by any UN Organization, the World Bank Group, any other international Organization or Syrian institutions

2. **Registration at UNGM Basic Level with the UN Secretariat** (http://www.un.org/Depts/ptd//vendors/vendor-registration-0).

3. **Technical capacity**
   - Proven track record of technical capacity to effectively manage major programs of similar scope and scale in at least the last 5 years. To comply with this requirement, contractor must attach a list and value of all contracts successfully completed over this period including client contact details (company name, contact name, official email and phone number). Certificates of completion for the completed projects or employer/client progress reports for the ongoing ones must be provided by the Contractor (attached to EOI response form).
   - Provide information on envisaged implementation modalities, e.g. through sub-contracting, collaboration with local stakeholders, CBOs, public and private sector, etc.

4. **Financial Capacity**
5. Affiliations
• Provide all relevant information in concise form, regarding positions held by any of your senior staff, directors or trustees, with any other relevant organization, in any advisory, influential or decision making capacity.

IMPORTANT:
Please note that this REOI 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 including their pre-qualification documentation. 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 guarantee your company will be considered for receipt of the solicitation when issued. Vendors that are deemed qualified upon completion of an objective evaluation of their EOI submission will receive the final tender solicitation documents.

NOTE

Information on tendering for the UN Procurement System is **available free of charge** at the following address: [https://www.ungm.org/Public/Notice](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](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 UNON (UNON) before the closing date set forth above.*
### EVALUATION MATRIX

**PROJECT: Restoration of microbus station east of Aleppo, Syria.**

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<thead>
<tr>
<th>Organizational Profile:</th>
<th>Required from the Bidder</th>
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<tr>
<td><strong>Criteria</strong></td>
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<tr>
<td>1.1 Legal status and registration details.</td>
<td>Bidder to provide valid registration Certificate confirming the vendor has been in existence for more than 5 years from the date of issuance of this REOI.</td>
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<td>1.2 History (date of establishment, no of years in existence,)</td>
<td>Bidder to provide Company profile, which should not exceed fifteen (15) pages, including literature, drawings, and data relevant to the services being procured;</td>
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<td>1.3 Details of constituency and details of partnerships (internal, external, membership of networks)</td>
<td>Bidder to provide Self-written statements showing the company's owners names and partnership percentage.</td>
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<td>1.4 Statement that the organization is not suspended, nor debarred, nor otherwise identified as ineligible by any UN Organization, the World Bank Group, any other international Organization or Syrian institution</td>
<td>Bidder to Sign the form given at the below link. <a href="https://drive.google.com/open?id=1PkB_4xr4wb8S6TUftNTyi_ia82-58swC">https://drive.google.com/open?id=1PkB_4xr4wb8S6TUftNTyi_ia82-58swC</a></td>
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<th>Registration at UNGM</th>
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<td><strong>Criteria</strong></td>
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<td>2.1 Registration at UNGM Basic Level with the UN Secretariat ([<a href="http://www.un.org/Depts/ptd//vendors/vendor-registration-0">http://www.un.org/Depts/ptd//vendors/vendor-registration-0</a>):</td>
<td>Bidder to provide UNGM Number</td>
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<th>Technical capacity</th>
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<td><strong>Criteria</strong></td>
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<td>3.1 Proven track record of technical capacity</td>
<td>Bidder to provide a list of implemented projects including at least 2 projects executed in last 5 years of the same type. Provide details on: Value, Client, Location, Date, Short description of the activities.</td>
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<td><strong>Criteria</strong></td>
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<td>4.1 Provide a copy of audited financial statements and audit reports for last two years.</td>
<td>Bidder to provide a copy of audited financial statements and audit reports for last two years clearly indicating Quick ratio for the last 2 years. To score a pass on this criterion, the Quick Ratio for each year shall be equal to or above 1</td>
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<td>5.1 Provide all relevant information in concise form, regarding positions held by any of your senior staff, directors or trustees, with any other relevant organization, in any advisory, influential or decision making capacity.</td>
<td>Bidder to provide organization structure including titles and names.</td>
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**المشيروني**

- شهادة تسجيل صلاحية لوكي أن الموشر يعمل منذ أكثر من خمس سنوات من
- تأريخ إصدار "طلب المعبر عن الاعتقام" هذا
- التاريخ (تأريخ الكاتب، عدد سنوات العمل)
- تفاصيل المعايير والشراكات (خلالية، خارجية، خصوصية الشراكات)
- بيانان مكونة ذاتياً عن أسس مالية الشركة ونسبة الشركة
- ترقية الموعد والرد في الرابط أدناه
- https://drive.google.com/open?id=1PKb_4_ke4wb3S6WiljyL02X-58swC

**تم تسجيل الشركة في المستوى الأساسي لسوق الأسهم المحدودة العالمية لدى الأنظمة العالمية**


**التقييم الفنى**

- تقدم قائمة بالمشروعات المتميزة من نفس النوع بما في ذلك ما لا يقل عن
- مشروعين مشارتين في السنوات الخمس الأخيرة. تقديم تفاصيل حول القيمة،
- المربع، الموقع، التاريخ، صبغ موسم الأنشطة

**التقييم المالي**

- تقديم نسب من البيانات المالية المتميزة وتقارير التشكيل العام الأول.
- تقلد نسب من البيانات المالية المتميزة وتقارير التشكيل العام الأولون.
- تقلد النسبة المرتفعة لكل سنة مالية أو أعلى من

**الارتباطات**

- تقديم النموذج التنظيمي بما في ذلك النشاط والأسماء.
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=EOIUNON16609

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) 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:
   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); 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 UNON (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/roi.