REQUEST FOR EXPRESSION OF INTEREST (EOI)

This notice is placed on behalf of MICT. 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 International Residual Mechanism for Criminal Tribunals using the fax number or e-mail address provided below.

Title of the EOI:
PROVISION AND DELIVERY OF NEWSPAPER TO IRMCT, ARUSHA BRANCH

Date of this EOI: 13 January 2020  Closing Date for Receipt of EOI: 24 January 2020

EOI Number: EOIMICT17105

Address EOI response by fax or e-mail to the Attention of: International Residual Mechanism For Criminal Tribunals, Arusha Branch Attn.Samantha Karimanzira Associate Procurement Officer

Fax Number:

E-mail Address: mict-procurement@un.org; fariala@un.org

UNSPSC Code: 55101504, 55101506

DESCRIPTION OF REQUIREMENTS
The UN International Residual Mechanism for Criminal Tribunals (IRMCT, Arusha Branch) seeks Expressions of Interest (EOI) from interested companies/ bodies for the Provision of Newspaper to IRMCT, Arusha Branch. The specifications of the requirement will be provided in the solicitation documents.

This REOI does not constitute a solicitation, IRMCT, Arusha Branch reserves the right to change or cancel the requirements at any time during the EOI and/or solicitation process. Thus, submitting a reply to this REOI does not automatically guarantee that your firm will be considered for receipt of the solicitation when issued.

In responding to this Request for Expression of interest, you are required to submit the following documentation by the given deadline:

1. Completed vendor response form attached to this REOI:
2. A summary of your organization profile, structure and main activities
3. Evidence of provision of similar services (copies of at least two prior contracts contract awards or recommendation letters form clients must be provided.

The interested firms must complete the following Vendor Response Form and return it to mict-procurement@un.org to the attention of Mr. Raphael Fariala Shabani before the closing date on 24 January 2020 at 14:00 hrs, Tanzania local time.

The resultant contract will be initially for a period of two (2) years (“Initial Period”) with the option to extend for three (3) additional periods of one (1) year each (“1st, 2nd and 3th Optional Extensions”) at the sole discretion of the IRMCT and subject to the satisfactory performance of the Contractor.

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

Interested companies are invited to submit their EOI by courier, email or hand delivery as indicated below. The EOI must include, as a minimum, the following documentation/information:

1. As a mandatory requirement for IRMCT, before submitting an EOI, interested companies are required to be fully registered as a supplier on the UN Global Marketplace (UNGM) using the link https://www.ungm.org. Registration is free of charge. As you express interest in the planned solicitation by submitting your EOI, please verify and ensure that your company is registered under its full legal name with the UN Secretariat on the UNGM. We strongly recommend all companies to register at least at Level 1 under the UN Secretariat prior to participating in any solicitations.

2. Proof that the company is registered for this particular requirement in UNGM under UN Standard Products and Services Codes (UNSPSC) 55101504, 55101506

3. Company's full profile which must include physical address, contact person, telephone/fax numbers, e-mail and a website.

4. IRMCT Procurement Section shall reject any EOI that does not contain the final UNGM vendor registration number under the specified UNSPSC along with the submissions listed in paragraphs above as such submissions may be considered non-responsive.

This REOI does not constitute a solicitation. IRMCT reserves the right to change or cancel the requirements at any time during the REOI and/or solicitation process. Thus, submitting a response to this REOI does not automatically guarantee that your company will be considered for receipt of the solicitation when issued.

The EOI, clearly marked "Provision of Newspaper to IRMCT, Arusha Branch" must be received by IRMCT no later than Friday, 24 January 2020 at 14:00 hours local time, via email to mict-procurement@un.org; with fariala@un.org in copy.

The EOI may also be delivered via courier or hand delivery to:

The United Nations International Residual Mechanism for Criminal Tribunals – IRMCT Procurement Section
Office B-012, Haki Road
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 United Nations International Residual Mechanism for Criminal Tribunals (MICT) before the closing date set forth above.
TO: International Residual Mechanism For Criminal Tribunals, Arusha Branch Attn.Samantha Karimanzira
Attach Procurement Officer
Email: mict-procurement@un.org; fariala@un.org
FAX: 
FROM:

SUBJECT: PROVISION AND DELIVERY OF NEWSPAPER TO IRMCT, ARUSHA BRANCH

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=EOIMICT17105

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: ________________
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 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 International Residual Mechanism for Criminal Tribunals (MICT) by the closing date set forth in this EOI. Due to the high volume of communications MICT 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.