

United Nations



Nations Unies

Procurement Division
New York

REQUEST FOR EXPRESSION OF INTEREST (EOI)

Title of the EOI:

Provision of Medical Technical Personnel

Date of this EOI: 23 January 2020

Closing Date for Receipt of EOI at PD: 6 February 2020

EOI Number: EOIMD217160

Address EOI response by fax or e-mail to the Attention of: Michelle Doobay

Fax Number:

E-mail Address: doobay@un.org

UNSPSC Code: 72151800

DESCRIPTION OF REQUIREMENTS

The United Nations has a requirement for the Provision Medical Technical Personnel to provide Prevention & Safety Inspection, and Preventive & Corrective Maintenance for Medical Devices & General Hospital Equipment to the United Nations Field Missions and Entities Globally.

A Summary of the Requirement is as follows:

1. The United Nations (UN) is an Organization providing Healthcare Services in Peace Operations and Special Political Missions & Entities across the world.
2. For the above stated reasons, the UN intends to establish a long-term 5-year contract with Contractor(s) who can provide qualified Medical Technical Personnel, tools, software and/or any other "ad hoc" accessories required to fulfil the medical equipment services inclusive of but not restricted to: installation, inspection, testing, repair, maintenance, calibration and certification for all medical, dental, lab, x-ray, etc. equipment, to assess and minimize clinical and physical risks associated with the operation of that equipment. All works shall meet the requirements of all different equipment manufacturer's recommendation, international as well as national (local) safety, security and quality standards.
3. Services will be required to be provided to an extensive range of medical equipment which already comprises or may be in the future subsequently acquired in ownership and/or availability of the UN during the course of the Contract(s).
4. It is noted that it is intended that the Medical Technical Personnel will be required to travel between different UN locations, to perform the services briefly listed above. A list of all current UN deployments/locations globally where Medical Technicians will be required to provide their services, can be accessed via the following web address:
https://peacekeeping.un.org/sites/default/files/unpeacekeeping-operationlist_1.pdf

5. Brief description of the Medical Technical Personnel required:
- a. Biomedical/Clinical Engineers educated in general engineering principles, the physical and biological sciences and their application to medical technology. They come into the position after completion of a 4 to 5-year bachelor's degree program. They must be educated in medical technology. A bachelor's degree in clinical/biomedical engineering or equivalent is required. Minimum of three (3) years of experience in managing clinical/biomedical technology projects is required
 - b. Medical Equipment Technicians receive technical training with a primary focus on medical equipment maintenance and come into the position with 2 year's post-graduate training and a degree or certificate in biomedical electronics or biomedical equipment technology. Alternatively, engineers and technicians may be trained in a related field, such as industrial engineering or electrical technology, and have additionally taken certificate courses, received training or completed an apprenticeship enabling them to work in the area of medical equipment. For engineers to become qualified as biomedical or clinical engineer, they must receive the relevant higher education and degree. They must possess a degree or equivalent training in electronics, biomedical equipment technology or a related field. A minimum of three (3) years of experience as a biomedical equipment technician or a minimum of four (4) years of experience in electronic, mechanical or electromechanical repair or equivalent preferably in healthcare is required. Certification in maintenance is required. Service of medical equipment by manufacturers will be considered an asset
 - c. Management personnel to provide leadership for the maintenance program, supervise technical staff, arrange for training, set priorities and administer the overall program implementation. Management personnel qualifications may include a technical degree (2 years) with a satisfactory number of years of experience in medical equipment service, but it would be preferable to have a 4-year engineering degree and familiarity with the health care environment and healthcare technology; they could also have a combination of business and technical training. Management personnel may be engineers or technicians who have additional training and experience in management and supervision.

SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

1. The purpose of this Request for Expression of Interest is to identify qualified companies with the capacity and the technical expertise to provide the above indicated services. Requests for clarification, documents or additional information pertaining to this EOI, such as specifications will be provided upon release of the solicitation documents.
2. A bid bond will be required in order to participate in the planned solicitation. This is a mandatory requirement that will not be waived.
3. Interested companies must complete the United Nations Vendor Response Form attached to this EOI and return the Vendor Response Form only, in pdf. format by selecting only ONE of two methods indicated below:-
 - (a) by email to doobay@un.org; OR
 - (b) via the "Express Interest" link on the United Nations Procurement Division's website.
4. One EOI response per company, multiple responses will be rejected. Please select one method in paragraph 3 above for submission of responses.
5. Due to the high volume of responses expected, EOI receipt confirmations will not be provided. All responses received from qualified companies will be documented for inclusion in the planned solicitation.
6. Vendor selected for Contract award must be registered at Level 2. Please refer to supplier registration information below.

NOTE

Information on tendering for the UN Procurement System is **available free of charge** at the following address: <https://www.unqgm.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 Procurement Division (UNPD) before the closing date set forth above.

VENDOR RESPONSE FORM

TO: Michelle Doobay

EOI Number: EOIMD217160

Email: doobay@un.org

FAX:

FROM:

SUBJECT: Provision of Medical Technical Personnel

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=EOIMD217160>

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:

Country *:

Telephone 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:
 - 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 the United Nations Procurement Division (UNPD) by the closing date set forth in this EOI. *Due to the high volume of communications, UNPD 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>.