



United Nations Global Service Centre

REQUEST FOR EXPRESSION OF INTEREST (EOI)

This notice is placed by UNGSC. The accuracy, reliability and completeness of the contents of furnished information is the responsibility of United Nations Global Service Centre. You are therefore requested to direct all queries regarding this EOI to United Nations Global Service Centre using the fax number or e-mail address provided below.

Title of the EOI:

Long-Term Contract for the Provision of Janitorial Supplies and related items to the UNGSC, Brindisi - Italy

Date of this EOI: 16 April 2021**Closing Date for Receipt of EOI:** 7 May 2021**EOI Number:** EOIUNGSC18408**Beneficiary Country/Territory:** Italy**Commodity/Service category:** Facility Management**Address EOI response by fax or e-mail to the Attention of:** Michela Russi**Fax Number:** N/A**E-mail Address:** unlb-procurement@un.org**UNSPSC Code:**

10190000,14111700,42130000,42140000,42170000,42310000,46181500,47101600,47121700,47121800,47131500,47131600,47131700,47131800,51100000,51190000



DESCRIPTION OF REQUIREMENTS

The United Nations Global Service Centre (UNGSC) seeks qualified vendors for the establishment of a Long-Term Contract (3+1+1) for the Provision of Janitorial Supplies and related items on an “as and when required basis” to the UNGSC, Brindisi, Italy.

The requirement consists of the categories of goods listed below:

1) Cleaning Equipment & Supplies

(The type of material includes but is not limited to: chemicals for cleaning-surfaces/floor, appliances & equipment etc, multi-purpose cleaners, toilet cleaning products, soap-hand & dishwashing, disinfectant cleaning spray/solution, disinfectant tissues, hand sanitizer, water purification tablets, glass cleaner, disinfectant chemicals & gel, air fresheners & deodorants, spill kits, buckets, mops, mopping accessories, scrapers, floor squeegees, clothes, floor mats, trash bins, dispensers & general purpose spray cans).

2) Janitorial Disposables

(The type of material includes but is not limited to: garbage bags-various sizes, trash can bin liners, gloves-kitchen, paper towels & tissues, facial tissues, toilet paper, paper napkins, paper table covers, disposable cutlery/plates/cups, general toilet supplies, dispensers & holders for the related products listed).

3) Medical & Healthcare Supplies

(The type of material includes but is not limited to: surgical spirit, sterile saline solution, medical tape, hydrophilic cotton, plasters/bandaid, skin disinfectant, first aid kits, sterile gauze, iodine solution, medical scissors, tweezers, thermometer, elastic bandage, eye bandage, examination gloves, insect repellents and other items associated with First Aid kits re-fill).

Though bidders are encouraged to submit an offer for all above categories, offers for less than three categories are acceptable. Split award might be foreseen for this requirement.

All the items offered must comply with the European Conformity (CE) standards and must have the appropriate labelling or markings if required by European Union regulations clearly marked on the goods/packaging that indicates the items conform with Health, Safety and Environmental protection standards.

Delivery terms: Delivery At Place (DAP), UNGSC, Brindisi – Italy

The full technical specifications will be provided with a solicitation document to be issued at a later stage after the closing date for this EOI.

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



SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

Basic level registration with UNGM is required at the Contract Award stage

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 submit the Vendor Response Form of this EOI electronically (through the link available on the next page) before the closing date set forth above.



VENDOR RESPONSE

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**.
- While companies can participate in solicitations after completion of registration at Basic Level, 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 should express your interest to this EOI electronically at:
<https://www.un.org/Depts/ptd/node/add/interest-expressed?EOI=EOIUNGSC18408>

In case you have difficulties submitting your interest electronically, please contact unlb-procurement@un.org directly for instructions.



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 United Nations Global Service Centre (UNGSC) by the closing date set forth in this EOI. *Due to the high volume of communications UNGSC 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>.

