



ONUG/UNOG

REQUEST FOR EXPRESSION OF INTEREST (EOI)

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

Title of the EOI:

Supply, delivery and maintenance of UN flags and accessories

Date of this EOI: 23 September 2021**Closing Date for Receipt of EOI:** 5 October 2021**EOI Number:** EOIUNOG18931**Beneficiary Country/Territory:** Switzerland**Commodity/Service category:** Office Equipment & Supplies**Address EOI response by fax or e-mail to the Attention of:** Yanmei Duan**Fax Number:****E-mail Address:** yanmei.duan@un.org; procurementunog@un.org**UNSPSC Code:** 55121715**DESCRIPTION OF REQUIREMENTS**

EN FRANCAIS

L'Office des Nations Unies à Genève (ONUG) souhaite recevoir des expressions d'intérêt pour un appel d'offres qu'il émettra prochainement pour la fourniture, livraison et maintenance des drapeaux de l'ONU et de ses accessoires.

L'ONUG souhaiterait mettre en place un contrat pour une durée initiale de trois (3) ans, avec deux (2) options de prolongation supplémentaires consécutives, d'une (1) année chacune, à la demande de l'ONUG, pour une durée totale du contrat de cinq (5) ans maximum.

Veuillez noter que cette demande d'expression d'intérêt (EOI) ne constitue pas un appel d'offres. L'ONUG se réserve le droit de modifier ou d'annuler ce projet à tout moment. Seuls les fournisseurs considérés comme qualifiés par l'ONUG pour fournir ces services seront invités à participer.

La date limite de réception des expressions d'intérêt (soumettant le formulaire de réponse ci-dessous) est indiquée dans le titre. Toutes les réponses seront traitées de manière strictement confidentielle.



IN ENGLISH:

The United Nations Office at Geneva (UNOG) wishes to receive expressions of interest for an Invitation to Bid which will be issued soon for the Supply, delivery and maintenance of UN flags and accessories.

UNOG intends to establish a contract for an initial period of three (3) years, with two (2) consecutive options for extension of one (1) year each, upon UNOG's request, for a total maximum contract duration of five (5) years.

This request for expression of interest is not an invitation to bid. UNOG reserves the right to modify or cancel this requirement at any time. Only vendors considered as qualified by UNOG to supply such services will be invited to participate.

The deadline for the submitting your response (using the response form attached below) to this EOI is indicated in the title. All responses will be treated with strict confidentiality.

SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

EN FRANÇAIS (English version below)

L'objectif de ce projet est de remplacer tout ou partie des 197 drapeaux officiels des Nations Unies et de ses pays membres qui seront hissés sur les mâts extérieurs.

Spécifications des drapeaux

Les caractéristiques spécifiques des drapeaux requis qui seront hissés sur les mâts de drapeaux extérieurs sont les suivantes

- Dimensions : 122x183 cm
- Tissu : synthétique de 100% polyester filé ou synthétique équivalent et doit être d'une densité de 160gr / m² avec un ourlet sur 3 côtés, image miroir inversée. Tous les motifs des drapeaux doivent être imprimés et non tissés.
- Le tissu utilisé pour les drapeaux de l'ONU et de ses États membres doit être résistant aux caprices du temps, c'est-à-dire que les drapeaux à fournir doivent être de qualité supérieure et résister aux dommages et à la décoloration causés par la pluie et les rayons UV.

Spécifications des accessoires

- a) Mât de présentation des drapeaux en aluminium chromé, 262 cm de long (y compris la pointe et le support), 30 mm de diamètre, pointe chromée hautement polie (longueur de la pointe = 130-140 mm, largeur de la pointe = entre 40-70 mm).
- b) Le mât de drapeau doit être en deux parties avec un raccord à vis au milieu du mât, avec un anneau chromé (taille = M6) et un mousqueton de montage pour attacher le haut du drapeau, distance du haut de la pointe à la boucle chromée = environ 17-19 cm, anneau coulissant M6 chromé et mousqueton de montage plus bas dans le mât (pour attacher le bas du drapeau).
- c) Support de sol chromé pour mât de drapeau, adapté aux mâts de 30 mm de diamètre, environ 4-5 kg, environ 30 cm de diamètre.



IN ENGLISH:

This requirement is to replace all or some of 197 official flags of United Nations and its member countries to be hoisted on outside flag posts.

Flag specifications

Specific features of the required flags which will be hoisted onto the external flag posts include

- Dimensions: 122x183 cm
- Fabric: synthetic of 100% spun polyester or equivalent synthetic and must be of a density of 160gr / m2 with a hem on 3 sides, reverse mirror image. All flag patterns should be printed, not woven.
- The fabric for the UN flags and its member states must be resistant to vagaries of weather – i.e. the flags to be supplied must be Premium quality flags that are resistant to damaging and colour bleeding from rain and UV Radiation.

Accessories specifications

- a) Aluminum chromium-plated flag display pole, 262 cm long (including the tip and the stand), 30 mm diameter, highly polished chromium-plated tip (length of the tip = 130-140 mm, width of the tip = between 40-70 mm).
- b) The flag pole should come in two pieces with a screw-on connection in the middle of the flag pole, with a chromed ring (size = M6) and fitting carabiner to attach the top of the flag, distance from the top of the tip to the chromed loop = around 17-19 cm, chromed M6 sliding ring and fitting carabiner further down the flag pole (to attach the bottom of the flag).
- c) Chromium-plated flagpole floor stand that match the 30 mm diameter flag poles, around 4-5 kg, around 30 cm diameter.

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=EOIUNOG18931>

In case you have difficulties submitting your interest electronically, please contact yanmei.duan@un.org; procurementunog@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 ONUG/UNOG (UNOG) by the closing date set forth in this EOI. *Due to the high volume of communications UNOG 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>.

