



## UNITED NATIONS SUPPORT MISSION IN LIBYA

**REQUEST FOR EXPRESSION OF INTEREST (EOI)**

This notice is placed by UNSMIL. The accuracy, reliability and completeness of the contents of furnished information is the responsibility of UNITED NATIONS SUPPORT MISSION IN LIBYA. You are therefore requested to direct all queries regarding this EOI to UNITED NATIONS SUPPORT MISSION IN LIBYA using the fax number or e-mail address provided below.

**Title of the EOI:**

Maintenance and Repair Service of Security Access Control System in Tunis, Tunisia

**Date of this EOI:** 28 May 2024**Closing Date for Receipt of EOI:** 10 June 2024**EOI Number:** EOIUNSMIL22696**Beneficiary Country/Territory:** Tunisia**Commodity/Service category:** Security Services**Address EOI response by fax or e-mail to the Attention of:** Oic Procurement Unit**Fax Number:****E-mail Address:** [procurement-unsmil@un.org](mailto:procurement-unsmil@un.org); [selmi@un.org](mailto:selmi@un.org); [dhiyauldin.qashout@un.org](mailto:dhiyauldin.qashout@un.org); [mwangobole@un.org](mailto:mwangobole@un.org); [isabiryej@un.org](mailto:isabiryej@un.org)**UNSPSC Code:**

92121700 - Security systems services

72151700 - Safety and security system installation services

46151600 - Security and control equipment

46171619 - Security or access control systems



## DESCRIPTION OF REQUIREMENTS

The United Nations Support Mission in Libya (UNSMIL) required services from vendor for the maintenance (Preventive and Emergency Calls) of the Two Bollards - one Arm Barrier -Main sliding Metal Gate and its accessories -Two Electrical access Door control - Basement Sectional door/rolling gate with motor with all accessories, The systems are at UNSMIL Office in Lac 2, in front of Malta Embassy, Tunis, Tunisia.

The contractor shall provide a preventive maintenance service on a quarterly basis, as well as to provide on call emergency service on as and when required basis. The contractor is to provide maintenance and assure UNSMIL of proper and safe functioning of the systems including the replacement of parts, hardware and as well as the software needed to ensure the machines are always operational during the contract period.

The Contractor shall be responsible at its sole cost for providing all the necessary personnel, equipment, material, and supplies and for making all arrangements necessary for the delivery of the goods and the performance and completion of the Services under this contract.

The Contractor and its Personnel shall perform the Services under this Contract with the necessary care and diligence, and in accordance with the highest professional standards according to professionals providing similar services in a similar industry.

UNSMIL shall have no obligation to provide any assistance to the Contractor in performing the services and UNSMIL makes no representations as to the availability of any facilities or equipment which may be helpful or useful for performing the Services.

The Contractor shall be aware of and shall comply with all applicable international standards and national labor laws, ordinances, rules, and regulations pertaining to the employment of national and international staff in connection with the Services in Tunis , including, without limitation, laws, ordinances, rules and regulations associated with the payment of the employer's portions of income tax, insurance, social security, health insurance, worker's compensation, retirement funds, severance or other similar payments

The Contractor shall be responsible for obtaining, at its own cost, all licenses, permits and authorizations from governmental or other authorities necessary for the performance of this Contract, including, without limitation, all entry/exit visas and work permits for its Personnel and customs clearances for equipment, and material provided by the Contractor.

## SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

Extent of work:

The Contractor shall furnish all tool, labor materials, equipment, and special instruments to perform all necessary service and repairs to provide complete maintenance, examination services and test to keep the access control systems in safe operation condition. Such service and maintenance shall apply to all equipment listed under Scope of Work, regardless of whether they are specifically outlines in these specifications. Service for emergency repairs will be done in coordination with the UNSMIL Engineering as not to interfere with the normal operation of the Institution.

The Contractor shall assign to this maintenance contract, a competent Service Engineer who shall oversee all the work required in the contract and supervise who will be responsible for the adequacy of all work performed.

Supplies, Materials, Equipment, and Replacement Parts:

The Contractor shall furnish all labor, supplies, parts, and materials necessary to perform cleaning,



maintenance, inspections, repairs or replacement of parts, appurtenances, and accessories. Equipment under warranty shall be maintained in accordance with the warranty and manufacturer's instructions.

#### Scope of work :

The maintenance contract covers the regular inspection, preventive maintenance, and repair of the following security access control systems at the UNSMIL Office in Tunis:

- Two bollard barriers
- Main metal sliding gate
- Two Entrance metal door doors
- One Boom barrier
- One Basement rolling gate.
- Two electrical access doors

#### Regular Inspections:

- a) Conduct monthly visual inspections of all listed security access control systems.
- b) Check for any signs of wear and tear, damage, or malfunction.
- c) Ensure that all systems are operating correctly and efficiently.

#### Preventive Maintenance:

- a) Perform quarterly preventive maintenance on all systems according to manufacturer specifications.
- b) Lubricate moving parts, hinges, and tracks as needed.
- c) Adjust tension, alignment, and settings to ensure optimal performance.
- d) Replace worn-out parts and components as necessary.

#### Emergency Repairs:

- a) Provide emergency repair services in case of system failures or malfunctions. In case of any breakdown which requires urgent repair, emergency call-back service shall not exceed thirty (30) minutes in response time. All other trouble calls shall not exceed two (2) hours in response time. After hours call back time begin at the time of notification and will terminate at check-out time. When after hour call back service has been requested, a copy of the service ticket including labor and summary of repairs, will be left at the job site. Emergency call back service consists of promptly responding to request from the UNSMIL Engineering for a service on twenty-four (24) hours per day, seven (7) days per week.

#### Software & Electrical System Maintenance:

- a) Check and update the software and firmware of the electronic control systems as needed.
- b) Inspect and test the electrical components for proper functioning.
- c) Ensure that all access control systems are integrated and operating seamlessly.

#### Safety Checks:

- a) Conduct safety checks on all systems to ensure compliance with relevant safety standards.
- b) Test safety features such as sensors, emergency stop buttons, and auto-reverse mechanisms.

#### Reporting:

- a) Provide detailed maintenance reports after each visit, outlining the work performed, parts replaced, and any recommendations for further improvements.
- b) Document any issues found during inspections and repairs, along with proposed solutions and estimated costs.

#### Replacement Parts:



- a) Maintain an inventory of commonly used replacement parts and components for quick repairs.
- b) Source and procure any specialized parts required for the maintenance of the security access control systems.

#### 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](http://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](http://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.
- Companies are reminded of the restrictions of employment of former UN personnel that were involved in the procurement process during their last three years of service as per [ST/SGB/2006/15](http://ST/SGB/2006/15), including (a) employing those personnel for one year after separation of service and (b) allowing those personnel to communicate with, or appear before, active UN personnel for matters related to the procurement process for two years after separation of service. Violation of the provisions of ST/SGB/2006/15 may lead to suspension of the registration of the company as a UN vendor.

**PLEASE NOTE: You should express your interest to this EOI electronically at:**

<https://www.ungm.org/Public/Notice/235844>

**In case you have difficulties submitting your interest electronically, please contact [unsmil@un.org](mailto:unsmil@un.org); [selmi@un.org](mailto:selmi@un.org); [dhiyauldin.qashout@un.org](mailto:dhiyauldin.qashout@un.org); [mwangobole@un.org](mailto:mwangobole@un.org); [isabiryej@un.org](mailto:isabiryej@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](http://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/securitycouncil/content/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 SUPPORT MISSION IN LIBYA (UNSMIL) by the closing date set forth in this EOI. *Due to the high volume of communications UNSMIL 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>.

